

IOWA

ROADS AND STREETS

FUNCTIONAL CLASSIFICATION

MANUAL

PREPARED BY

THE IOWA STATE

HIGHWAY COMMISSION

IN ACCORDANCE WITH HOUSE FILE 394

AND HOUSE FILE 1103

AS ENACTED BY THE SECOND SESSION

OF THE 63rd GENERAL ASSEMBLY

17-H53
5:R531
1970

JULY 1, 1970

TABLE OF CONTENTS

CHAPTER

I. INTRODUCTION 1

II. ORGANIZATION 2

 A Joint Enterprise of State
 and Local Governments 2

 Board Members 2

 Board Selection and Term 2

 Procedure for Calling Board Meetings 3

 Designation of a Recording Secretary 3

 Financing 3

 Form of Public Notice of the Hearing 3

 Transcripts of Hearings 4

 Hearing Procedures 4

 Responsibilities 4

 Highway Commission 4

 Counties - Board of Supervisors 5

 Municipalities 5

TABLE OF CONTENTS (continued)

CHAPTER

III. DEFINITIONS OF ROAD AND STREET SYSTEMS FOR IOWA	6
Freeway-Expressway System	6
The Arterial System	6
The Arterial Connector System	6
The Trunk System	6
The Trunk Collector System	7
The Area Service System.....	7
The Municipal Arterial System	7
The Municipal Collector System	7
The Municipal Service System	7
The State Park and Institutional Road System	8
The Primary Road System	8
The Secondary Road System	8
The Municipal Street System	8
Extensions of State Primary and County Trunk Systems.....	9
Jurisdiction and Control	9

TABLE OF CONTENTS (continued)

CHAPTER

IV. CLASSIFICATION PROCEDURES	10
Network Maps and Mileage Listings	10
Classification of Extensions of Rural Systems	11
Classification of County Line Roads ...	11
Classification of Roads on Corporation Lines.....	11
Rural Systems Classification	11
Freeway-Expressway, Arterial, and Arterial Connector Systems	11
Trunk System	12
Trunk Collector System	12
Area Service System	13
Municipal Systems Classification	14
Extensions of Freeway-Expressway, Arterial, Arterial Connector, and Trunk Systems	14
The Municipal Arterial System	14
The Municipal Collector System	15
The Municipal Service System	16
State Park and Institutional Road System Classification	16

TABLE OF CONTENTS (continued)

CHAPTER

V.	DATA SUBMITTAL	17
	Letter of Transmittal	18
	Mileage Summary	18
	Summary of Hearings and Board Meetings	18
	Discussions	18
	Network Maps	18
	Rural County Map	18
	City Maps	19
	Functional Classification Forms.....	19

APPENDICES

I.	THE FUNCTIONAL CLASSIFICATION ACT	A-1
	House File 394	A-1
	House File 1103 (in part).....	A-9
II.	FUNCTIONAL CLASSIFICATION FORMS	A-13
III.	LIST OF TOWNS WITH OVER 2,000 POPULATION ..	A-21
IV.	FORM OF PUBLIC NOTICE	A-26
V.	CHAPTER 17A - CODE OF IOWA	A-26
	Chapter 92 of the Laws of the 62nd G.A. ...	A-32
	House File 163, 63rd G.A. second session..	A-35
VI.	RULES FOR THE FUNCTIONAL CLASSIFICATION OF HIGHWAYS, AMENDED AND ADOPTED BY THE IOWA LEGISLATIVE RULES COMMITTEE ON JULY 9, 1970..	A-36

CHAPTER I - INTRODUCTION

This manual provides a set of procedural rules and regulations for use in functionally classifying all roads and streets in Iowa according to the character of service they are intended to provide.

Functional classification is a requirement of House File 394 (Functional Highway Classification Bill) enacted by the 63rd General Assembly of the Iowa Legislature. Functional classification is defined in this Bill as:

"The grouping of roads and streets into systems according to the character of service they will be expected to provide, and the assignment of jurisdiction over each class to the governmental unit having primary interest in each type of service."

The Bill further states:

"Functional classification will serve the legislator by providing an equitable basis for determination of proper source of tax support and providing for the assignment of financial resources to the governmental unit having responsibility for each class of service.

Functional classification promotes the ability of the administrator to effectively prepare and carry out long range programs which reflect the transportation needs of the public."

All roads and streets in legal existence as of January 1, 1970, will be classified. All roads and streets in the category of "proposed" will be excluded from this classification study.

Instructions are also included in this manual for a continuous reporting to the Highway Commission of changes in classification and/or jurisdiction resulting from new construction, corporation line changes, relocations, and deletions. This continuous updating of records is absolutely essential for modern day transportation planning as it is the only possible way to monitor the status of existing road systems, and consequently determine adequacy and needs with accuracy.

CHAPTER II - ORGANIZATION

The functional classification of Iowa roads and streets is to be a joint enterprise of state and local governments.

Board Members

The functional classification is to be done by county classification boards appointed for each individual county. The board in each county shall consist of three members and shall operate under the procedural rules and regulations promulgated by the State Highway Commission under the provisions of Chapter Seventeen A (17A) of the Code of Iowa. (See the appendix of this manual for a copy of the provisions contained in Chapter 17A.)

Board Selection and Term

The selection of the board members is specified in House File 394 as follows:

"The State Highway Commission shall appoint one member from the staff of the State Highway Commission, the county board of supervisors shall appoint one member which shall be either the county engineer or one of its own members, and the third member shall be a municipal official from within the county who shall be appointed by a majority of the mayors of the cities and towns of the county. The mayors shall meet at the call of the chairman of the county board of supervisors who shall act as chairman of the meeting without vote. In the event the mayors cannot agree to and appoint this member within thirty days after the call of the meeting by the chairman, the two members previously appointed shall select the third member."

In the event that a board member vacates his position, it shall be the responsibility of the remaining board members to notify the appropriate appointing authority and then the original procedure will be followed to appoint the new member.

If all of the positions are vacated, selection of a new board will be initiated by the chairman of the county board of supervisors under the original selection procedures.

Procedure for Calling Board Meetings

The procedure for calling board meetings is to be as follows:

The county board of supervisors upon receipt of this manual will initiate action to select the original board members from the counties and cities according to the aforementioned procedures, and then will notify the Highway Commission member through the appropriate Highway Commission District Office that the rest of the Board has been selected, whereupon the Board will meet and select their chairman. Subsequent meeting dates will be set at the discretion of the Board members.

After the original classification of roads and streets, the Boards will meet when necessary to reclassify for changes such as new corporation lines and new construction, as they receive notice of changes or at periodical meetings not to exceed one year between meetings.

Designation of a Recording Secretary

The designation of a recording secretary, who shall provide the minutes for each Board meeting, will be the responsibility of the Classification Board.

Public Hearing

Each respective county shall be responsible for the publishing of hearing information, for providing the place of the hearing and for recording the proceedings of the hearing.

Form of Public Notice of the Hearing

It will be the responsibility of the Classification Board to hold public hearings as stated in House File 394:

"File a copy of the proposed road classification in the office of county engineer for public information and hold a public hearing before final approval of any road classification action. Notice of the date, the time, and the place of such hearing, and the filing of such proposed road classification for public information shall be published in an official newspaper in general circulation throughout the affected area at least twenty days prior to the established date of the hearing."

The form to be used for the public notice of the hearing is included in Appendix IV of this manual.

Transcripts of Hearings

Transcripts of hearings, tape recorded or typed, will be the responsibility of the Classification Boards and will be retained in their files.

Hearing Procedures

The public hearing procedure is used to present factual information about the proposed classification, to hear the views of the public, and to correlate these facts into a final functional highway and street classification.

The following procedure will be used in the public hearing:

1. Presentation of the Classification Board's statement.
2. Presentation of the statements, written or oral, in favor of or opposed to the classification.
3. Questions from people in attendance relating to the classification.

RESPONSIBILITIES

The responsibilities for each governmental agency outlined below are those explicitly stated in the Classification Act.

Highway Commission

1. Appoint a staff member to each County Classification Board.

2. The Highway Commission member of the board and the county member of the board shall appoint a third member to the board if the mayors of a county fail to select this third member within the 30 days specified in the Act.
3. Review reports submitted to them by the County Classification Boards and:
 - a) Alter the classification of roads coinciding with or crossing county lines to provide continuity of the various county systems.
 - b) Reduce mileage of roads classified in the Trunk System or Trunk Collector System to assure equitable distribution among the counties of the total mileage of such systems.
4. Classify all roads not classified as provided for in the Act.

Counties - Boards of Supervisors

1. Appoint one member to the County Classification Board.
2. The chairman of the Board of Supervisors will be responsible for calling a meeting of the mayors within the county for the purpose of appointing a municipal member to the Classification Board, and serving as chairman of that meeting without vote.
3. The county member of the board and the Highway Commission member of the board shall appoint a third member to the board if the mayors of a county fail to select this third member within the 30 days specified in the Act.

Municipalities

1. The mayors of all cities and towns in the county will meet at the request of the chairman of the Board of Supervisors and appoint a municipal official to the County Classification Board.

CHAPTER III - DEFINITIONS OF ROAD AND STREET SYSTEMS FOR IOWA

The road and street systems defined in this chapter are those specified in House File 394 (Functional Highway Classification Bill.) House File 1103 provides that these systems will be used for study purposes only.

Freeway-Expressway System

The Freeway-Expressway System will include:

1. The National System of Interstate and Defense highways in Iowa.
2. All roads connecting and serving the major urban and regional areas of the state with high volume, long distance traffic movements, and generally connecting with like roads of adjacent states.

The Freeway-Expressway System will be limited to three thousand miles.

The Arterial System

The Arterial System will include those roads which connect the Freeway-Expressway System with the Arterial Connector System, or which serve long-distance movements of traffic, or which serve as collectors of long-distance traffic from other systems to the Freeway-Expressway System. The Arterial System will be limited to three thousand five hundred miles.

The Arterial Connector System

The Arterial Connector System will consist of those roads providing service for short-distance intrastate and interstate traffic, or providing connections between highways classified as Arterial or Freeway-Expressway.

The Trunk System

The Trunk System will include the intracounty and inter-county roads which serve principal traffic generating areas and connect such areas to other trunk roads and roads on the Arterial or Freeway-Expressway System. The Trunk System will be limited to fifteen thousand miles.

This system will include, but not be limited to, the major Federal Aid Secondary roads of the state.

The Trunk Collector System

The Trunk Collector System will include the roads providing service for short-distance intracounty and intercounty traffic, or providing connections between roads classified as Trunk and Area Service. The Trunk Collector System will be limited to twenty thousand miles.

The Trunk System and the Trunk Collector System will constitute the Farm-To-Market road system for the state.

The Area Service System

The Area Service System shall consist of all other rural roads not otherwise classified.

The Municipal Arterial System

The Municipal Arterial System will consist of those streets within municipalities, not included in other classifications, which connect principal traffic generating areas or connect such areas with other systems. This system is limited to fifteen per cent of the entire street mileage under the jurisdiction of the municipality, except in those municipalities with under 2,000 population, in which case the limitation may be exceeded.

The Municipal Collector System

The Municipal Collector System will consist of those streets within municipalities that collect traffic from the Municipal Service System and connect to other systems. The Municipal Collector System will be limited to twenty per cent of the entire street mileage under the jurisdiction of the municipality, except in those municipalities under 2,000 population in which case the mileage limitation may be exceeded.

The Municipal Service System

The Municipal Service System will consist of those streets within municipalities primarily providing access to property.

The State Park and Institutional Road System

The State Park and Institutional Road System will consist of those roads located wholly within the boundaries of state-owned lands and operated as parks and institutions.

Primary Road System

The following categories comprise the Primary Road System, and are limited to ten thousand miles as measured along the centerline of the right-of-way, and including frontage roads parallel to driving lanes.

- a) The Freeway-Expressway System
- b) The Arterial System
- c) The Arterial Connector System

Secondary Road System

The following categories will comprise the Secondary Road System.

- a) The Trunk System
- b) The Trunk Collector System
- c) The Area Service System

Municipal Street System

The following categories will comprise the Municipal Street System.

- a) The Municipal Arterial System
- b) The Municipal Collector System
- c) The Municipal Service System

Extensions of State Primary and County Trunk Systems

The Functional Highway Classification Bill specifies the following in regard to extentions:

"Adequate mileage shall be included within municipalities, state parks and institutions to provide for the continuity of the primary road systems and the county trunk systems. Such mileage shall be included in the total mileage of the particular primary or secondary road system and shall also be listed separately as an extension of such primary or secondary road system."

JURISDICTION AND CONTROL

As part of the Functional Classification Bill, jurisdiction and control over each road system was specified. House File 1103, "An Act Relating to the Jurisdiction over Roads and Highways, To the Budget of the State Highway Commission and to the Expenditures of Funds Deposited in the Primary Road Fund", later amended House File 394, "The Functional Classification Bill," by striking out those portions relating to jurisdiction and control, and reinstating the classification and jurisdiction as it existed prior to the passing of The Functional Classification Act. The portions of this act which amended The Functional Classification Act are included in Appendix I.

The Alterations to the Classification Act will insure that there is not a period of time during which the roads and highways of the state are not assigned to some governing body.

CHAPTER IV - CLASSIFICATION PROCEDURES

As stated earlier in this manual, functional classification is the process of classifying roads and streets into systems, according to the character of service they are intended to provide.

In this chapter, criteria and procedures are briefly outlined to facilitate this classification process. A more complete discussion of criteria and procedures for functional classification can be found in a guide prepared by a joint state-county committee on highways, titled, A Guide for Functional Highway Classification. The committee consisted of representatives from the American Association of State Highway Officials, the National Association of Counties, and the National Association of County Engineers. A copy of this guide can be obtained from the office of each county engineer.

Character of service in highway systems, range from high mobility-limited access highways on the highest systems to low-mobility unrestricted access roads on the lowest systems.

Since all levels of systems exist interconnected with all other levels, and not independently, functional classification is the process which identifies the different levels within the total network; in this case, all the roads in the state of Iowa.

Arterial roads and streets comprise the highest level system to be classified. Service roads and streets comprise the lowest level systems. Collectors then comprise the intermediate levels by providing a more balanced combination of mobility and access.

NETWORK MAPS AND MILEAGE LISTINGS

For the classification of all rural systems, it is suggested that a current county road map be used as a work map on which tentative classifications can be indicated.

The Highway Commission member of each County Classification Board will be furnished a map with suggested classifications by color code for the Freeway-Expressway, Arterial, and Arterial Connector Systems. These classifications are furnished because of the impossibility of classifying a network based on statewide criteria on a county-by-county basis.

In addition to the maps mentioned above, the Highway Commission will supply each County Classification Board with the most recent available listings of all rural roads in each county. These listings are for use by the Boards as an aid in determining mileages and route section descriptions. It will be the responsibility of the Boards to report any existing miles not included in these listings, and delete those miles not included in this classification process.

CLASSIFICATION OF EXTENSIONS OF RURAL SYSTEMS

Extensions of rural systems in municipalities (Freeway-Expressway, Arterial, Arterial Connector, Trunk and Trunk Collector), will be tabulated with Municipal systems and identified as extensions of rural systems by code in the data submitted. Instructions are included in Chapter V.

CLASSIFICATION OF COUNTY LINE ROADS

When classifying county line roads, each county will classify only the roads that border the county on the north and west. This procedure is for the purpose of eliminating confusion in record-keeping and for providing uniform classification plans.

CLASSIFICATION OF ROADS ON CORPORATION LINES

To eliminate double reporting of mileage, and provide uniform classification plans, all roads on corporation lines will be classified as municipal streets and considered to be within the corresponding municipality. Where streets occur on corporation lines common to two municipalities the street classification will be reported by the municipality on the south or east.

RURAL SYSTEMS CLASSIFICATION

Freeway-Expressway, Arterial, and Arterial Connector Systems

A suggested classification for these systems will be determined by the Highway Commission and shown by color code on the maps supplied to the County Classification Boards.

The Trunk System

The Trunk System will consist of those intracounty and intercounty roads which serve principal traffic generating areas, and connect such areas to other trunk roads and roads on the Arterial or Freeway-Expressway System.

This system will form the backbone network of important county roads, and will include, but not be limited to, the major Federal Aid secondary roads of the state.

The Trunk System, when fully classified, should fit generally the following criteria:

- a) Connect any towns or population concentrations considered to be principal traffic generators in the county with the Freeway-Expressway, Arterial, or Arterial Connector Systems.
- b) Link other important local traffic generators to nearby towns or population concentrations or with this or a higher system.
- c) Serve the heavier-than-average corridor movements within the county.

Classification Procedure

1. Classify the network which will link travel generators and serve heavier-than-average corridor movements within the county.
2. Connect important local traffic generators not connected in Step 1 to nearby towns or the roads already classified.
3. Connect any towns, population concentrations, or other places considered to be principal traffic generators to other trunk roads or to the Freeway-Expressway or the Arterial System.

The Trunk Collector System

The Trunk Collector System will consist of those roads providing service for short-distance intracounty, and intercounty traffic or for providing connections between roads classified as Trunk or lower systems.

At this point in the classification process, routes serving cities, and towns, and population centers that are principal traffic generators have been classified. The Collector System now to be classified will collect traffic from local roads in the county and will carry this traffic to the Trunk and higher systems. The trip lengths on these roads should be less than on trunk roads, but substantially longer than on roads considered as local in nature.

Spacing of these routes must be given consideration. To function adequately, as collectors, these routes should be spaced approximately equidistant between Arterial, Trunk or Trunk Collector routes for areas with equal rural population densities.

The classification procedure is to add collector routes to the network already classified until all areas of the county warranting collector service, as judged from traffic generation, are served and the routes are logically and evenly distributed as dictated by population densities within the county.

Farm-To-Market Roads

The Trunk System is limited to fifteen thousand miles, and the Trunk Collector System is limited to twenty thousand miles.

The Functional Classification Act states that these two systems will constitute the Farm-To-Market road system of the state.

Since the limits stated above pertain to the state as a whole, it will not be known until all county classifications are summarized, whether these limits have been exceeded. It will be the responsibility of the Highway Commission to make this determination, and if necessary, reduce mileages on an equitable basis to within the limits stated in the Act.

The Area Service System

The Area Service System will consist of all other rural roads which provide access to farmsteads, or to land in rural areas developed for residential, commercial, or industrial purposes.

Because this system is much larger than the composite of all other systems classified, it will be classified as the remainder of all rural roads after all other roads are assigned a functional class. The only classification procedure here will be to verify the mileages shown for each section in this class on the listing supplied by the Highway Commission, before it is returned, and report the mileage totals as explained in the following chapter.

MUNICIPAL SYSTEMS CLASSIFICATION

Extensions of Freeway-Expressway, Arterial, Arterial Connector, Trunk, and Trunk Collector Systems

The classification of these systems in municipalities involves only determining which routes are providing the continuity, and tabulating in the manner explained in the data submittal Chapter (V) of this manual.

The Municipal Arterial System

This system will include those streets not included in other classifications (extensions), which connect principal traffic generating areas or connect such areas with other systems.

Principal traffic generating areas should generally include business districts, shopping centers, recreational facilities of more than neighborhood importance, transportation terminals, industrial centers, and large high-density residential developments.

Arterials do not have to pass directly through these areas in order to provide service, but should pass within close proximity so that only a very short trip must be made on a lower system.

The Municipal Arterial System should be completely integrated with stub ends occurring only at corporation lines, except where unusual traffic flow conditions dictate otherwise. The integration should include connections to the extensions of other systems.

The spacing of arterials should be logical, and provide for efficient channeling of trips on the existing network. This will require closer spacing of routes in the central city area, and wider spacing in the outer areas.

The extensions of the Freeway-Expressway System, Arterial, and Arterial Connector, Trunk and Trunk Collector Systems will serve the function of major arterials in the cities and towns through which they pass. It is intended here that these routes will be integrated completely with the Municipal Arterials to be classified using the procedures outlined herein.

Classification Procedure

1. Identify principal traffic-generating areas, and link these areas with streets showing heavier-than-average corridor movements, or connect these areas to the extensions of other systems.
2. Add routes as necessary to provide reasonable spacing to produce logical and efficient channeling of arterial trips.
3. Add streets as necessary to provide continuity and form as integrated network.

This step will be necessary in many cases for the purpose of forming a network consistent with proper classification. A vehicle should be able to traverse an arterial network without being forced to travel on a lower system street. Therefore, arterials should always connect with other arterials and not end at a junction with a collector or service system street.

The Municipal Arterial System is limited to fifteen per cent of the total street mileage within the municipality, except in towns with under 2,000 population. It will be the responsibility of each County Classification Board to adhere to these limits.

A list of cities and towns with populations of over 2,000 by latest official census is included in Appendix III of this manual.

The Municipal Collector System

The Municipal Collector System will consist of those streets within municipalities that collect traffic from the Municipal Service System and connect to other systems.

The most important consideration in classifying these streets is that they serve primarily to funnel traffic between the lowest system, in which land access is the dominant function, and the Municipal Arterial and other systems.

Spacing of collectors should be such that all areas of the municipality generating appreciable traffic are linked to the Arterial System via Collectors after only a short trip is made on local service system streets.

The Municipal Collector System is limited to twenty percent of the total street mileage within municipalities, except those towns of under 2,000 population. It will be the responsibility of each Functional Classification Board to adhere to these limits.

The Municipal Service System

The Municipal Service System will consist of those streets within municipalities primarily providing access to property. This should include all remaining municipal streets not included in higher classifications.

The only procedure necessary for classifying these streets is the verification of streets shown on each municipal map, and the determination of the total miles in each municipality falling within this classification. It will be the responsibility of each Classification Board to make this verification and mileage determination.

STATE PARK AND INSTITUTIONAL ROAD SYSTEM CLASSIFICATION

This system will consist of those roads located wholly within the boundaries of state-owned lands and operated as parks or institutions.

This classification involves only identifying and tabulating the miles of road within each park or institution. The Highway Commission presently possesses all information necessary for this determination and will, therefore, complete this classification.

CHAPTER V -- DATA SUBMITTAL

This chapter outlines requirements for submitting the necessary information concerning the classifications of all roads and streets in Iowa.

All submittals for the initial classification will be submitted to the Iowa Highway Commission by January 1, 1971.

All submittals for altering jurisdictions and/or classifications will be made to the Highway Commission within one year after the cause for such alteration has occurred.

Data Submittal Requirements for Each County Classification Board

Instructions for preparing maps and forms are given in a later section of this chapter.

1. Letter of Transmittal
 - a) Summary of mileages by class.
 - b) Summary of hearings and Board meetings.
 - c) Discussion of unusual situations.
2. Network Maps
 - a) One county map, showing all January 1, 1970 corporation lines and all rural roads, on which the roads will be classified by proper color code as described in a later section of this chapter.
 - b) One map of each incorporated place showing all streets and January 1, 1970 corporation lines, on which the streets will be classified by their proper color codes described in a later section of this chapter.
 - c) Road sections listings supplied earlier by the Highway Commission shall be returned in a corrected form.

3. Functional Classification Forms

- a) Freeway-Expressway, Arterial, Arterial-Connector, Form 427
- b) Trunk, Trunk Collector, and Area Service, Form 428
- c) Municipal Arterial, Municipal Collector, Municipal Service System and Extensions of Rural Systems - Form 429

4. Certification of Publication of Public Hearing Notice.

Letter of Transmittal

Mileage Summary. A mileage summary of all classes of roads within the county will be included.

Summary of Transcripts of Hearings and Board Meetings. This resume should include highlights of hearings and Board meetings that the Classification Board feels should be brought to the attention of the Highway Commission in its final review. Complete transcripts of hearings and minutes of Board meetings will be kept on file in the local county offices.

Discussion. Any situation that the Board members feel will be confusing in later classification analyses, should be clarified in the Letter of Transmittal.

Network Maps

One county map will be submitted for each county. The map will show all January 1, 1970 corporation lines, and all rural roads in the county.

Rural Maps

The rural roads only, will be classified on this map. Extensions of the Primary System and Trunk System will also be shown to indicate continuity.

The following color codes will be used on the map:

Freeway - Expressway -----	Red
Arterial -----	Orange
Arterial Connector -----	Green
Trunk -----	Blue
Trunk Collector-----	Brown
Area Service -----	Black (leave as de- lineated on map)

Municipal Maps

One map of each incorporated place in each county will be submitted. The map will show all current corporation lines, and all streets within the corporate limits.

The map will show street classification by color code, with the coding scheme being as follows:

Freeway-Expressway Extensions ----	Red
Arterial Extensions -----	Orange
Arterial Connector Extensions ----	Green
Trunk Extensions-----	Blue
Trunk Collector Extensions-----	Brown
Municipal Arterial -----	Purple
Municipal Collector -----	Yellow
Municipal Service -----	Black (leave as de- lineated on map)

One-way streets will be indicated by the use of arrows to show direction of travel.

Functional Classification Forms

The Functional Classification forms to be submitted as part of the classification process are shown in Appendix III. The following instructions are to be used in filling out each form.

Form 427 - Freeway-Expressway, Arterial, Arterial Connector (This form will be filled out by the Highway Commission)

As shown on Form 427, the information required on each section of road classified is; county number, route number, description or road section limits, and the classification.

The Highway Commission retains listings of all rural roads within the state. These listings will be supplied to each County Classification Board for use in determining section lengths and route descriptions.

Form 427 is to be used for rural road classifications only.

The following codes will be used to indicate the classification of each individual route segment.

Freeway-Expressway System

- a) Interstate I
- b) Freeway F
- c) Expressway E

Arterial System A
 Arterial Con-
 nector System AC

All segments of all rural routes classified in the above systems will be shown on a section-by-section basis on Form 427.

The intent here is to make documentation as easy as is reasonably possible. The listings supplied by the Highway Commission showing the present Primary Road System lends itself to description on a geographical point-to-point basis. Therefore, a proper description of a section of route here might be; US 18, from Palo Alto County line to Hancock County line. Whenever an entry of this nature is made, it will be understood the mileages within municipalities along the route have not been included on the classification form.

If a route that is presently contained in the Secondary Road System is to be classified on Form 427 the serial numbers along the route will be entered on the form for each section, one entry per section. The limits of the route which is the composite of these sections will then be described in the area on the form to the right of the serial numbers. This description can be of any form that will make apparent the location of this route on a map without personal knowledge of the area.

If the length of road having a certain serial number is to be segmented and classified into different systems, the first segment will carry the serial number shown on the listing, the following segments will have a revised number by adding to the last digit:

Example: If a serial number is 00010, and the road section is to be broken into segments for any reason, the serial number of the first segment would be 00010, the next segment would be 00011, 00012, or any number between the original serial number and the serial number of the next higher numbered road section on the listing.

Form 428 - The Trunk, Trunk Collector, and Area Service Systems

The same general procedures for filling out Form 427 will apply to form 428.

The Trunk and Trunk Collector Systems are the only systems to be classified on a segment-by-segment basis. The Area Service System total mileage will be shown only with the mileages by class on the first page of the form. It will be understood that any rural road in legal existence and not classified on a segment-by-segment basis is classified into the Area Service System. This procedure is for the purpose of eliminating the lengthy, and difficult job of tabulating and describing every segment of road within each county.

The following codes will be used in class designation for the roads classified on a segment-by-segment basis:

Trunk	T
Trunk Collector	TC

In filling out Form 428, it must be remembered that the mileages shown here are to reflect county line road classification using the procedures outlines in Chapter IV, pertaining to county line mileages.

Form 429- Municipal, Arterial, Municipal Collector, and Municipal Service Systems, and Extensions of Freeway-Expressway, Arterial, Arterial Connector, Trunk, and Trunk Collector System.

In filling out Form 429, the same general procedures apply as in Form 427 and Form 428.

The extensions of Freeway-Expressway, Arterial, Arterial Connector, Trunk, and Trunk Collector routes will be entered on the forms using the following codes:

Freeway-Expressway

Interstate	EI
Freeway	EF
Expressway	EE
Arterial	EA
Arterial Connector	EAC
Trunk	ET
Trunk Collector	ETC

Note: The Highway Commission will tabulate the necessary information for Interstate, Freeway, Expressway, Arterial, and Arterial Connector extensions.

Columns for length in feet and length in miles, have both been provided on the form. The length in feet column is to be used to aid in recording municipal street lengths in the conventional manner, however, before this form is presented as part of a report, these lengths must be converted to miles.

The only municipal miles to be recorded on a segment-by-segment basis in Form 429 are those miles classified as the extensions noted above, and the Municipal Arterial System, and Municipal Collector System. As in the case of rural classifications, it will be understood that all streets not classified on a segment-by-segment basis, that are in legal existence, will be classified into the Municipal Service System. The total mileage of streets in this class, however, is required as indicated on the first page of the form. All one-way streets will be recorded on the same as if they were two-way streets.

The following codes will be used to designate classifications on Municipal Arterial and Municipal Collector streets:

Municipal Arterial	MA
Municipal Collector	MC

It must be remembered in filling out Form 429, that the mileages recorded are to reflect the procedures outlined in Chapter IV, pertaining to corporation line roads.

Form 430 - State Parks and Institutional Roads, and Extensions of Freeway-Expressway, Arterial, Arterial Connector, Trunk, and Trunk Collector Systems. (The Highway Commission will complete this form.)

In filling out Form 430, all roads and streets within parks and institutions will be tabulated on a segment-by-segment basis. The extensions of Freeway-Expressway, Arterial, Arterial Connector, Trunk, and Trunk Collector System will be recorded using the following classification codes:

Freeway-Expressway	
Interstate	EI
Freeway	EF
Expressway	EE
Arterial	EA
Arterial Connector	EC
Trunk	ET
Trunk Collector	ETC

State Park roads and Institutional roads will be classified as:

Park Road	P or PC*
Institutional Road	I

*C indicates concurrent jurisdiction as designated using procedures outlined in Chapter IV.

APPENDIX I

(AS AMENDED AND PASSED BY THE HOUSE AND FURTHER
AMENDED AND PASSED BY THE SENATE)

HOUSE FILE 394

1 An Act relating to classification of highways.

2 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA;

3 Section 1. Sections three hundred six point one (306.1),
4 three hundred six point two (306.2), and three hundred six
5 point three (306.3), Code 1966, are hereby repealed.

6 Sec. 2.

7 1. Classification of roads and streets. The roads and
8 streets of the state are hereby classified into the following
9 systems: the freeway-expressway system, the arterial system,
10 the arterial connector system, the trunk system, the trunk
11 collector system, the area service system,
12 the municipal arterial system, the municipal collec-
13 tor system, the municipal service system, and the state park
14 and institutional road system. The terms road and street as used
15 in this Act mean the entire width between property
16 lines of every way or place of whatever nature when
17 any part thereof is open to the use of the public, as
18 a matter of right, for purposes of vehicular traffic.

19 2. Definition of road and street systems. The following

H.F. 394

-2-

1 words and phrases relating to roads and streets shall have the
2 following meanings:

3 a. The freeway-expressway system shall consist of those
4 roads connecting and serving the major urban and regional areas
5 of the state with high volume, long-distance traffic movements,
6 and generally connecting with like roads of adjacent states.
7 The national system of interstate and defense highways shall
8 be a part of the freeway-expressway system. The freeway-
9 expressway system, including the national interstate and de-
10 fense highway mileage, shall not exceed three thousand miles.

11 b. The arterial system shall consist of those roads which
12 connect the freeway-expressway system with the arterial con-
13 nector system, or which serve long-distance movements of traffic,
14 or which serve as collectors of long-distance traffic from other
15 systems to the freeway-expressway system. The arterial system
16 shall not exceed three thousand five hundred miles.

17 c. The arterial connector system shall consist of those
18 roads providing service for short-distance intrastate and
19 interstate traffic, or providing connections between highways
20 classified as arterial or freeway-expressway.

21 d. The trunk system shall consist of those intracounty and
22 intercounty roads which serve principal traffic generating
23 areas, and connect such areas to other trunk roads and roads
24 on the arterial or freeway-expressway system. The trunk sys-
25 tem shall not exceed fifteen thousand miles and shall include,
26 but not be limited, to, the major federal aid secondary roads
27 of the state.

28 e. The trunk collector system shall consist of those roads
29 providing service for short-distance intracounty and intercounty
30 traffic, or providing connections between roads classified as
31 trunk and area service. The trunk collector system shall not
32 exceed twenty thousand miles. The trunk collector system and
33 the trunk system shall constitute the farm-to-market road sys-
34 tem of the state.

35 f. The area service system shall consist of all

1 other rural roads not otherwise classified.

2 g. The municipal arterial system shall consist of those
3 streets within municipalities, not included in other classifi-
4 cations, which connect principal traffic generating areas or
5 connect such areas with other systems. The municipal arterial
6 system shall not exceed fifteen percent of the entire street
7 mileage under jurisdiction of a municipality, except that
8 municipalities under two thousand population may exceed said
9 limitation.

10 h. The municipal collector system shall consist of those
11 streets within municipalities that collect traffic from the
12 municipal service system and connect to other systems. The
13 municipal collector system shall not exceed twenty percent of
14 the entire street mileage under jurisdiction of the municipal-
15 ity, except that the municipalities under two thousand population
16 may exceed said limitation.

17 i. The municipal service system shall consist of those
18 streets within municipalities primarily providing access to
19 property.

20 j. The state park and institutional road system shall con-
21 sist of those roads located wholly within the boundaries of
22 state-owned lands and operated as parks or institutions.

23 Sec. 3. Jurisdiction and control.

24 1. The state highway commission shall have jurisdiction and
25 control of the freeway-expressway system the arterial system,
26 and the arterial connector system. Said systems shall comprise
27 the primary road system of this state. Said systems shall not
28 exceed a total mileage of ten thousand miles as measured
29 along the center line of the right of way including
30 frontage roads parallel to the driving lanes.

31 2. The county boards of supervisors shall have jurisdiction
32 and control of the trunk system, the trunk collector system, the
33 area service system, ~~and the land access system~~ within their re-
34 spective counties. Said systems shall comprise the secondary
35 road system of this state.

Note: The land access system is no longer relevent because of
amendments enacted that have changed the form of the
original House File 394.

H.F. 394

-4-

1 3. The governing body of municipalities shall have juris-
2 diction and control of the municipal arterial system, the muni-
3 cipal collector system, and the municipal service system. Said
4 systems shall comprise the municipal street system of this state.

5 4. The board or commission in control of any state park or
6 institution shall have jurisdiction and control of the state
7 park and institutional roads within their respective park or
8 institution. However, the state conservation commission shall
9 have concurrent jurisdiction with either the state highway com-
10 mission or the county board of supervisors concerning any state
11 park road which is an extension of a primary or secondary road
12 which both enters and exists from a state park at separate points.
13 The state highway commission and the board of supervisors may
14 expend moneys available for such roads in the same manner as
15 they expend funds on other roads over which they exercise juris-
16 diction and control. The governmental units exercising con-
17 current jurisdiction may enter into agreements concerning con-
18 struction or maintenance of such roads and the allocation of
19 costs, but in the absence of such agreement the conservation
20 commission shall have exclusive jurisdiction and control of
21 said roads.

22 Sec. 4. Adequate mileage shall be included within
23 municipalities, state parks and institutions to
24 provide for the continuity of the primary road systems
25 and the county trunk systems. Such mileage shall be
26 included in the total mileage of the particular primary
27 or secondary road system and shall also be listed
28 separately as an extension of such primary or secondary
29 road system.

30 The state highway commission may reallocate mileage within
31 the systems under its jurisdiction. The board of supervisors
32 or the governing body of municipalities may alter the classi-
33 fication of roads under their jurisdiction with the approval
34 of the functional classification board as provided in section
35 five (5) of this Act.

H.F. 394

-6-

1 commission. The state highway commission shall review the re-
2 ports of the county classification boards and may:

3 a. Alter the classification of roads coinciding with or crossing
4 county lines to provide continuity of the various county sys-
5 tems.

6 b. Reduce mileage of roads classified in the trunk system
7 or trunk collector system to assure equitable distribution
8 among the counties of the total mileage of such systems.

9 .Sec. 6. If
10 the function of any road or street has been altered by new
11 construction or by reconstruction or relocation, or if a new
12 road or street has been constructed, the functional classifi-
13 cation board shall reclassify said roads or streets within one
14 year. If the functional classification board does not classify
15 any road or street as provided herein, the state highway com-
16 mission shall make the classification.

17 Sec. 7. When a change of jurisdiction occurs as a result
18 of the classification or
19 reclassification of a road or street, the unit of govern-
20 ment having jurisdiction shall, prior to such change of juris-
21 diction, place the road or street and any structures thereon
22 in good repair sufficient for the traffic thereon.

23 Sec. 8. The functional classification board of each
24 county shall submit its initial classification report,
25 including appropriate maps, to the state highway
26 commission not later than January 1, 1971.

27 The state highway commission, in consultation with an
28 advisory committee, shall establish uniform design and
29 maintenance guidelines for the respective classification
30 systems. The advisory committee shall consist of two
31 state senators appointed by the president of the senate,
32 two state representatives appointed by the speaker of
33 the house of representatives, two supervisors appointed
34 by the Iowa State Association of County Supervisors,
35 two engineers appointed by the Iowa County Engineers

1 Association, and four persons appointed by the League
2 of Iowa Municipalities. Two of the four appointed
3 by the League of Iowa Municipalities shall be licensed
4 professional engineers.

5 Upon receipt of the initial reports of the county
6 functional classification boards, the state highway
7 commission, in consultation with the advisory committee,
8 shall conduct a study to determine the estimated costs
9 of administration, engineering, construction, and
10 maintenance of the respective classification systems,
11 based on the uniform design and maintenance guidelines.

12 Not later than September 1, 1971, the state
13 highway commission shall submit a completed study
14 of the classifications, selected guidelines and
15 estimated costs to the legislative council for
16 referral to the standing committees on transportation
17 of the senate and house of representatives.

18 Sec. 9. Nothing in this Act shall be construed to
19 provide for or permit the transfer of any road or
20 street of this state from the jurisdiction under
21 whose control said road or street is on January 1, 1970,
22 except that a transfer may be made as provided in
23 section three hundred thirteen point two (313.2)
24 of the Code or because of a change in the corporate
25 limits of a city or town. Roads or streets established
26 after January 1, 1970, shall be under the jurisdiction
27 of the establishing authority.

EXPLANATION OF HOUSE FILE 394

It is the purpose of this Act to classify all public roads and streets in Iowa according to function. Functional classification is defined as the grouping of roads and streets into systems according to the character of service they will be expected to provide, and the assignment of jurisdiction over each class to the governmental unit having primary interest in each type of service.

Functional classification will serve the legislator by providing an equitable basis for determination of proper source of tax support and providing for the assignment of financial resources to the governmental unit having responsibility for each class of service.

H.F. 394

-8-

Functional classification promotes the ability of the administrator to effectively prepare and carry out long-range programs which reflect the transportation needs of the public.

The Federal-Aid Act of 1968 provides for a study to establish the functional characteristics of all roads and streets. This bill implements the requirements of the federal act by establishing a joint jurisdictional functional classification board.

HOUSE FILE 1103
(in part)

AN ACT

RELATING TO THE JURISDICTION OVER ROADS AND HIGHWAYS, TO THE BUDGET OF THE STATE HIGHWAY COMMISSION AND TO THE EXPENDITURE OF FUNDS DEPOSITED IN THE PRIMARY ROAD FUND.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

Sec. 2. House File three hundred ninety-four (394), Acts of the Sixty-third General Assembly, Second Session, is hereby amended as follows:

1. By striking from section two (2), subsection one (1), the words "Classification of roads and streets. The roads and streets of the state are hereby classified into the following systems" and inserting in lieu thereof the following:

"Functional classification of roads and streets. For the purpose of functionally classifying the roads and streets of this state to cooperate with the United States department of transportation, as required by section seventeen (17), public law 90-495, and for no other purpose, the roads and streets of this state are hereby classified into the following systems".

2. By striking from section two (2), subsection two (2), the words "Definition of road and street systems. The following words and phrases relating to roads and streets shall have the following meanings" and inserting in lieu thereof the following:

"Definitions of road and street systems. For the purpose of functionally classifying the roads and streets of this state to cooperate with the United States department of transportation, as required by section seventeen (17), public law 90-495, and for no other purpose, the following words and phrases relating to roads and streets shall have the following meanings".

3. By striking section three (3).

Sec. 3 . Chapter three hundred six (306), Code 1966, is hereby amended by adding the following sections:

House File 1103

(1.) The highways of the state are hereby classified into four systems, to wit: the primary road system, the institutional road system, the secondary road system, and the state park road system.

The secondary road system is subdivided into farm-to-market roads and local secondary roads.

(2.) The following words and phrases when used in this chapter or in any chapter of the Code relating to highways shall respectively have the following meaning:

1. The term "primary roads" or "primary road system" shall include those main market roads and highway traffic arteries, outside of cities and towns, which have been designated as primary roads under section three hundred thirteen point two (313.2) of the Code or which may hereafter be so designated as the law may provide.

2. The term "institutional roads" shall include those highways, either inside or outside of cities and towns, upon land belonging to the state at any state institution.

3. The term "secondary roads" or "secondary road system" shall include all public highways, outside of cities and towns, except primary road and state park and institutional roads.

4. The term "farm-to-market roads" or "farm-to-market road system" shall include those main secondary roads which have been designated as farm-to-market roads under section three hundred ten point ten (310.10) of the Code or which may hereafter be so designated as the law may provide.

5. The term "local secondary roads" or "local secondary road system" shall include all those secondary roads which are not now, or may not hereafter be, included in the farm-to-market road system.

6. The term "state park roads" shall include all those highways and roads, either inside or outside of cities and towns, upon land belonging to the state at any state park.

7. The term "interstate roads" or "interstate road system" shall include those roads of the primary road system that are designated or will be designated by the secretary of commerce of the United States government as the "National System of Interstate and Defense Highways" in Iowa.

House File 1103

(3.) Jurisdiction and control over the highways of the state are hereby vested in and imposed on (1) the state highway commission as to primary roads; (2) the county board of supervisors as to secondary roads within their respective counties; and (3) the board or commission in control of any state park or institution as to any state park or institutional road at such state park or state institution. However, as to any state park road which is an extension of either a primary or secondary highway which both enters and exits from the state park at separate points, the state highway commission in the case of a primary road, and the county board of supervisors in the case of secondary roads, shall have concurrent jurisdiction with the state conservation commission over such roads, and the state highway commission in the case of a primary road and the board of supervisors in the case of a secondary road, may expend the moneys available for such roads in the same manner as they expend such funds on other roads over which they exercise jurisdiction and control. The parties exercising concurrent jurisdiction shall enter into agreements with each other as to the kind and type of construction, reconstruction and repair and the division of cost thereof, but in the absence of such agreement the jurisdiction and control of said road shall remain under the conservation commission. Provided, however, that the Iowa state highway commission, in the case of a primary highway extension, and the board of supervisors in the case of a secondary highway extension, shall perform maintenance on said road in the same manner as performed on a highway of a like type of surface or construction.

William H. Harbor
Speaker of the House

Roger W. Jepsen
President of the Senate

I hereby certify that this bill originated in the House and is known as House File 1103, Sixty-third General Assembly.

William R. Kendrick
Chief Clerk of the House

Approved _____, 1970

Robert D. Ray
Governor

APPENDIX II

This appendix contains examples of the forms to be used for documentation of road and street classifications in each county.

Form 429
3-70

STATE OF IOWA

IOWA ROAD AND STREET FUNCTIONAL CLASSIFICATION FOR MUNICIPAL SYSTEMS

MUNICIPALITY _____
COUNTY _____

STREET SYSTEMS MILEAGES

As per, the requirement of, House File 394, 63rd General Assembly of the State of Iowa, Municipal Arterial, Municipal Collector, and Municipal Service System, and the Municipal Extensions of Freeway-Expressway, Arterial, Arterial Connector, Trunk, and Trunk Collector mileages listed below are approved by this Functional Classification Board, after a public hearing on tentative classifications was held on _____, 19____.

The mileages of the approved systems are as follows:

ROAD CLASSIFICATIONS	MILES
MUNICIPAL ARTERIAL	
MUNICIPAL COLLECTOR	
MUNICIPAL SERVICE	
FREEWAY-EXPRESSWAY	
SUB TOTAL:	

ROAD CLASSIFICATIONS	MILES
ARTERIAL EXTENSIONS	
ARTERIAL CONNECTOR	
TRUNK	
TRUNK COLLECTOR	
SUB TOTAL:	

TOTAL:

SIGNATURE: _____ DATE: _____

(Chairman of the County Classification Board)

NOTICE: List below all roads with the same classification in the above order. (Example) Record all roads classified a Municipal Arterial first, Municipal Collector second, etc.

STREET NAME OR ROUTE	FROM	TO	CLASS	LENGTH IN FEET	MILES

*Official Special Census

APPENDIX III

The following alphabetical list of cities and towns in Iowa are those which have over 2,000 population by the latest official census. Unless the town name is preceded by an asterisk, the population is that of the 1960 official census. Asterisks indicate special census figures taken after 1960.

<u>Town or City</u>	<u>Population</u>
*Adel	2,295
Albia	4,582
*Algona	5,977
*Altoona	2,424
*Ames	34,826
Anamosa	4,616
*Ankeny	5,910
Atlantic	6,890
*Audubon	3,034
Belle Plaine	2,923
Bellevue	2,181
Belmond	2,506
*Bettendorf	17,264
Bloomfield	2,771
Boone	12,468
Britt	2,042
*Burlington	33,285
*Camanche	3,055
*Carroll	8,481
Carter Lake	2,287
*Cedar Falls	26,016
*Cedar Rapids	103,545
Centerville	6,629
*Chariton	5,312
*Charles City	10,419
Cherokee	7,724
Clarinda	5,901
Clarion	3,232
*Clear Lake	6,301
Clinton	33,589
Colfax	2,331
*Coralville	3,390
Corning	2,041
*Council Bluffs	56,081
*Cresco	3,878
*Creston	8,119
*Davenport	95,796

*Official Special Census

<u>Town or City</u>	<u>Population</u>
*Decorah	7,054
*Denison	6,780
Des Moines	208,982
*De Witt	3,680
*Dubuque	62,853
*Dyersville	3,270
Eagle Grove	4,381
Eldora	3,225
Emmetsburg	3,887
*Estherville	8,092
Evansdale	5,738
*Fairfield	11,587
*Fayette	2,103
*Forest City	3,329
*Fort Dodge	31,707
Fort Madison	15,247
*Garner	2,151
Glenwood	4,783
Greenfield	2,243
*Grinnell	8,199
Grundy Center	2,403
Guthrie Center	2,071
Guttenberg	2,087
Hampton	4,501
*Harlan	4,775
Hawarden	2,544
Hiawatha	2,129
*Humboldt	4,497
Ida Grove	2,265
Independence	5,498
*Indianola	8,281
*Iowa City	41,602
*Iowa Falls	6,322
Jefferson	4,570
Keokuk	16,316
*Knoxville	8,521
Lake City	2,114
*Lamoni	2,463
*La Porte City	2,117
*Le Mars	7,847
Leon	2,004
Madrid	2,286
*Manchester	4,611
*Manson	2,052
Maquoketa	5,909

*Official Special Census

<u>Town or City</u>	<u>Population</u>
Marengo	2,264
*Marion	15,267
Marshalltown	22,521
*Mason City	30,711
Missouri Valley	3,567
Monticello	3,190
Mt. Pleasant	7,339
*Mt. Vernon	3,030
*Muscatine	22,194
*Nevada	4,840
*New Hampton	3,593
Newton	15,381
Oelwein	8,282
Onawa	3,176
*Orange City	3,463
Osage	3,753
Osceola	3,350
*Oskaloosa	11,536
Ottumwa	33,871
*Pella	6,087
Perry	6,442
Pocahontas	2,011
Red Oak	6,421
Rock Rapids	2,780
*Rock Valley	2,072
Rockwell City	2,313
Sac City	3,354
Sheldon	4,251
Shenandoah	6,567
Sibley	2,852
Sigourney	2,387
*Sioux Center	3,034
Sioux City	89,159
*Spencer	9,677
*Spirit Lake	3,017
Storm Lake	7,728
Sumner	2,170
Tama	2,925
Tipton	2,862
Toledo	2,850
*Urbandale	10,310
*Vinton	4,899
Washington	6,037
*Waterloo	77,185
Waukon	3,639
*Waverly	6,822

***Official Special Census**

<u>Town or City</u>	<u>Population</u>
*Webster City	8,671
*W. Burlington	3,015
*W. Des Moines	13,720
West Liberty	2,042
West Union	2,551
*Windsor Hts.	6,409
Winterset	3,639

APPENDIX IV

NOTICE OF PUBLIC HEARING FOR FUNCTIONAL
CLASSIFICATION OF ROADS AND STREETS

IN RE: Proposed classification for all roads and streets in (county name), county, Iowa.

TO WHOM IT MAY CONCERN:

Notice is hereby given to all interested persons that a public hearing will be held in (place), (city), Iowa on (month) (day), (year), at (time), at which you will be given the opportunity to be heard on the proposed Functional Classification for all roads and streets in (county name), county, Iowa.

Maps, drawings, and other pertinent materials developed by the board in the planning for this classification as well as any written correspondence received from the state's resources, recreation, and planning agencies, and any Federal or local agencies or public officials, and any public advisory groups that have expressed interest in or are affected by the proposed highway classifications will be available for public inspection and copying at the hearing and at (office where above documents are retained).

Provisions will be made for the submission of written statements and other exhibits in place of, or in addition to, oral statements at the public hearing. Statements or exhibits will be accepted after the public hearing by delivering said statements or exhibits with respect to the proposed classification to the _____. The final date for receipt of these statements or exhibits will be (time), (month) (day), (year).

A copy of the rural classification maps, and municipal street classifications lists are on file at the _____. It is desired that persons wishing to be heard write to the _____, and advise the time needed for their presentation.

(chairman's name)
Chairman
County Classification Board
(county name), county, Iowa

A certificate of publication of hearing notice will be required of all news media sources publishing the notice.

APPENDIX V

Chapter 17A of the Code of Iowa was amended by Chapter 92 of the Laws of the 62nd G.A., and House File 163, 63rd G.A., second session. These amendments are included on pages A-32, and A-35 respectively.

CHAPTER 17A OF THE CODE OF IOWA

ADMINISTRATIVE RULES AND REGULATIONS

Referred to in §§ 14.3, 88A.12, 97B.4, 101.5, 135D.16, 257.25, subsection 10, 307.5, subsection 14, 321.210, 324.58, 434.11, 438.10, 490A.2, 533.6

17A.1	Definitions.	17A.8	Filing rules by secretary of state - effective date.
17A.2	Legislative departmental rules review committee.	17A.9	Revision of proposed rule.
17A.3	Organization-meetings.	17A.10	Rules referred to general assembly.
17A.4	Expenses.	17A.11	Rule of construction.
17A.5	Submission of proposed rules.	17A.12	Distribution of rules by department.
17A.6	Advisory opinion by attorney general.	17A.13	Petition for reconsideration of rule.
17A.7	Finding by review committee.	17A.14	Professional rules published.
		17A.15	No additional power.

17A.1 Definitions. As used in this chapter:

1. "Administrative agency" or "agency" means any state board, commission, bureau, division, officer, or department which has statewide jurisdiction, except those in the legislative or judicial departments.

2. "Person" includes individuals, associations, partnerships, and corporations.

3. "Rule" means any rule, regulation, order, or standard, of general application or the amendment, supplement, repeal, recession, or revision of any rule, regulation, order, or standard of general application, and rules of administrative procedure issued by any agency under authority of law.

"Rule" does not include rules or regulations relating solely to the internal operation of the agency nor rules adopted relating to the management, discipline or release of any person committed to any state institution, nor rules of an agency which may be necessary during emergencies such as floods, epidemics, invasion, or other disasters.

4. "Temporary rule" means a rule which has a duration of no longer than six months. (C54, 58, 62, §17A.1; 60GA, ch 66, §1; 61GA, ch 75, §1)

17A.2 Legislative departmental rules review committee. There is hereby created a bipartisan legislative committee of six members which shall be designated the departmental rules review committee. The committee shall be composed of three members of the senate to be appointed by the president of the senate and three members of the house to be appointed by the speaker of the house. Members shall be appointed prior to the adjournment of each regular biennial session and shall serve for two-year terms beginning May 1 after the convening of the general assembly in regular session; provided, however, that members shall serve until their successors are appointed. Vacancies on the committee shall be filled by the original appointing authority. A vacancy shall exist whenever a committee member ceases to be a member of the general assembly. (60GA, ch 66, §2)

17A.3 Organization-meetings. The committee shall choose a chairman from its members and prescribe its rules of procedure. Regular meetings of the committee shall be held at the seat of government on the second Tuesday in July and on the second Tuesday of each second month thereafter during the interim between regular sessions to review all proposed departmental rules and make recommendations to the department proposing each such rule. The chairman may call special meetings at any time and at any place in the state and cause notice thereof to be published in a newspaper of general circulation in the area affected by the rule. All said meetings, regular or special, shall be open to the public and any interested person may be heard and present evidence. If any agency shall conduct a public hearing in regard to any rule such agency shall notify the members of the departmental rules review committee ten days prior to such hearing. (60GA, ch 66, §3)

17A.4 Expenses. Members of the committee shall receive a per diem of thirty dollars per day for each day in attendance and shall be reimbursed for the actual necessary expenses incurred by them in the discharge of their duties. All such expenses and expense of publication shall be provided for by the budget and financial control committee from the contingent fund provided for the budget and financial control committee. (60GA, ch 66, §4)

17A.5 Submission of proposed rules. Any agency empowered by law to make rules shall submit a copy of each proposed rule, temporary or permanent, in the style and form prescribed by the Code editor, to the attorney general, and shall submit six copies of such proposed rule to the chairman of the departmental rules review committee. (60GA, ch 66, §5; 61GA, ch 75, §2)

Referred to in §17A.8

17A.6 Advisory opinion by attorney general. Within sixty days after receiving such copy of a proposed rule, the attorney general shall give to the agency in writing his advisory opinion on the form and legality of the proposed rule. If the attorney general fails to render an opinion within sixty days after receiving such copy, the agency may proceed as if an opinion had been given. (60GA, ch 66, §6)

17A.7 Finding by review committee. If the departmental rules review committee finds objection to a proposed rule, it shall report such finding to the agency proposing the rule together with its recommendations on how the objectionable part may be corrected. If the committee finds no objection to a proposed rule, it may at any time report such finding to the agency, but shall not be required to do so. If the committee does not report any finding to the agency within sixty-five days after receiving such copies, the agency may proceed as if a finding had been reported. (60GA, ch 66, §7; 61GA, ch 75, §3)

17A.8 Filing rules with secretary of state-effective date. Four copies of all proposed rules shall be filed with the secretary of state.

There shall be attached to each copy of any proposed temporary rule a statement that the proposed rule was submitted to the chairman of the departmental rules review committee and to the attorney general in accordance with section 17A.5 and the date which each was submitted. Temporary rules shall not become effective until ten days after the date of filing with the secretary of state, but a later date may be specified in the rule.

There shall be attached to each copy of any proposed permanent rule, (1) a copy of the attorney general's opinion rendered pursuant to this chapter or a statement that the proposed rule was submitted to the attorney general on a stated date and that the attorney general did not render an opinion thereon within sixty days after such date, and (2) a copy of the finding of the departmental rules review committee rendered pursuant to this chapter or a statement that six copies of the proposed rule were submitted to the chairman of the departmental rules review committee on a stated date and that the committee did not report any finding to the agency within sixty-five days after receiving such copies.

Permanent rules, unless otherwise provided, shall not become effective until thirty days after such filing but a different date may be specified in the rule. The secretary of state shall endorse upon the copies of rules so filed the date of filing and index one copy in the files of his office, transmit one copy to the Code editor, and transmit two copies to the chairman of the departmental rules review committee. (C54, 58, 62, §§17A.3, 17A.4; 60GA, ch 66, §8; 61GA, ch 75, §4)

Referred to in §17A.10

17A.9 Revision of proposed rule. If any agency amends, supplements, or revises a proposed rule at the request of or pursuant to the recommendation of the attorney general or the departmental rules review committee, such amendment, supplement, or revision shall be part of the proposed rule but shall be clearly described in an attachment to the proposed rule as filed with the secretary of state. Any other amendment, supplement, or modification of a proposed rule shall be regarded as a new proposed rule and shall be subject to the procedure provided in this chapter. (60GA, ch 66, §9)

17A.10 Rules referred to general assembly. All rules hereafter filed as provided in section 17A.8 shall be referred by the chairman of the departmental rules review committee to the speaker of the house and the president of the senate of the next regular session of the general assembly, who shall refer rules to the appropriate committees of the general assembly.

If the committee to which a departmental rule has been referred, finds objection to such rule, it may report such finding to the general assembly together with its suggestion for the general assembly to proceed by law to overcome the objection. Any committee of the general assembly may at any time consider any departmental rule previously filed and, if it finds such rule objectionable, proceed as above. (C54, 58, 62, §17A.2; 60GA, ch 66, §10)

17A.11 Rule of construction. Nothing contained in this chapter shall adversely affect the substantive rights of any person arising out of or affected by any rules adopted by any agency, including the right to review by the courts. Reporting, referral, and filing of rules pursuant to this chapter, any action or inaction by the departmental rules review committee on any rule, and any inaction by the general assembly on any rule, shall not be construed as approval or enactment of any rule by the general assembly. (60GA, ch 66, §11)

17A.12 Distribution of rules by department. Each agency shall, within ten days of filing with the secretary of state, mail a copy of each rule filed to the office of the clerk of the supreme court and to the office of the clerk of each district court. The agency shall mail a copy of such rule to any person requesting same, within ten days after receipt of such request. Failure to comply with this section shall not affect the validity of any rule unless such failure shall have been willful. (C54, 58, 62, §17A.5; 60GA, ch 66, §12)

17A.13 Petition for reconsideration of rule. Any person substantially interested in or affected in his person or property by a rule adopted by an agency may petition for a reconsideration of such rule or for an amendment or modification thereof by filing two copies of a petition with the attorney general. Such petition shall set forth a clear, concise description of the facts and the grounds upon which such action is sought. Upon filing of such petition, the attorney general shall forthwith transmit one copy of the petition to the agency which shall grant to the petitioners a public hearing within sixty days. The agency shall give the petitioners twenty days notice by certified mail of the time and place of such hearing. (C54, 58, 62, §17A.6; 60GA, ch 66, §13)

17A.14 Professional rules published. Each agency promulgating professional and regulatory examining and licensing rules or rules of limited application shall cause the same to be published in pamphlet form. (C54, 58, 62, §17A.8; 60GA, ch 66, §14)

17A.15 No additional power. Nothing in this chapter shall be construed as giving any additional power to any agency to make rules. (C54, 58, 62, §17A.10; 60GA, ch 66, §15)

Rule of construction of rules previously filed, see 60GA, ch 66, §34.

CHAPTER 92

DEPARTMENTAL RULES

S. F. 348

AN ACT relating to the promulgation, approval and filing of rules of administrative agencies and to make an appropriation therefor.

Be It Enacted by the General Assembly of the State of Iowa:

1 SECTION 1. Section seventeen A point one (17A.1), Code 1966, is
2 amended as follows:

3 1. Strike from subsection three (3), line three (3), the word "reces-
4 sion" and insert in lieu thereof the word "rescission".

5 2. Add at the end of line one (1) of subsection four (4) the words
6 "an expiration date but".

1 SEC. 2. Section seventeen A point two (17A.2), Code 1966, is
2 amended as follows:

3 1. Add in line eight (8) before the word "Members" the word
4 "Required".

5 2. Strike from line ten (10) the word "biennial".

6 3. Insert in line ten (10) after the word "session" the words "in
7 odd-numbered years".

8 4. Strike from line eleven (11) the word "two-year" and insert in
9 lieu thereof the word "four-year".

10 5. Add at the end of line eleven (11) the words "of the years of
11 their respective appointments;".

12 6. Strike all of lines twelve (12) and thirteen (13) and insert in
13 lieu thereof the word "however;".

14 7. Insert in line sixteen (16) after the word "authority" the words
15 "for the remainder of the term".

16 8. Add at the end of the section a new paragraph as follows:

17 "Appointments effective May 1, 1967 shall be: In the senate, two
18 (2) for four (4) years and one (1) for two (2) years and in the house
19 of representatives, two (2) for two (2) years and one (1) for four
20 (4) years."

1 SEC. 3. Section seventeen A point three (17A.3), Code 1966, is
2 amended as follows:

3 1. Strike all of lines six (6), seven (7) and eight (8) and insert in
4 lieu thereof the words "Tuesday of each month to review all".

5 2. Add at the end of said section as a new sentence "The Code
6 editor, or one (1) or more persons from his office, shall act as secre-
7 tary to the committee, or the committee may employ a secretary."

1 SEC. 4. Section seventeen A point four (17A.4), Code 1966, is
2 amended as follows:

3 1. Strike from line two (2) the word "thirty" and insert in lieu
4 thereof the word "forty (40)".

CH. 92)

5 2. Strike the last sentence and insert in lieu thereof as a new sen-
6 tence "There is hereby appropriated from any money in the treasury,
7 not otherwise appropriated, an amount sufficient to defray all expenses
8 incurred in carrying out the provisions of this chapter."

1 SEC. 5. Section seventeen A point five (17A.5), Code 1966, is
2 amended as follows:

3 1. Strike from line three (3) the words "a copy" and insert in lieu
4 thereof the words "four (4) copies".

5 2. Strike from the end of said section the words "and shall submit
6 six copies of such proposed rule to the chairman of the departmental
7 rules review committee" and insert in lieu thereof the words "and
8 submit a copy of each proposed rule to each member of the depart-
9 mental rules review committee at least ten (10) days prior to that
10 scheduled meeting of the committee at which consideration is desired
11 and one (1) copy to the Code editor".

1 SEC. 6. Section seventeen A point six (17A.6), Code 1966, is
2 amended as follows:

3 1. Strike from lines one (1) and two (2) the words "Within sixty
4 days after receiving such copy" and insert in lieu thereof the words
5 "Within thirty (30) days after receiving such copies".

6 2. Strike from lines six (6) and seven (7) the words "sixty days
7 after receiving such copy" and insert in lieu thereof the words "thirty
8 (30) days after receiving such copies".

1 SEC. 7. Section seventeen A point seven (17A.7), Code 1966, is
2 amended by striking from line eleven (11) the word "sixty-five" and
3 inserting in lieu thereof the word "forty-five (45)".

4 Further amend said section by adding at the end thereof the words
5 ", except that postponement of action on any rule, after consideration
6 by the committee at any meeting, shall toll the limitation of the statute
7 and the committee's secretary shall report such fact to the agency sub-
8 mitting the rules".

1 SEC. 8. Section seventeen A point eight (17A.8), Code 1966, is
2 amended as follows:

3 1. Strike all of lines three (3) to twelve (12), inclusive.

4 2. Strike lines thirteen (13) to sixteen (16), inclusive, and insert
5 in lieu thereof the words "There shall be endorsed on each copy of any
6 proposed rule, (1) the attorney general's approval rendered pursuant
7 to this chapter, if he so approves, or a statement that the pro-".

8 3. Strike from line twenty (20) the word "sixty" and insert in lieu
9 thereof the word "thirty (30)".

10 4. Strike from lines twenty-four (24) and twenty-five (25) the
11 words "chairman of the".

12 5. Insert in line twenty-seven (27) after the word "finding" the
13 words "or postponement".

14 6. Strike from line twenty-eight (28) the word "sixty-five" and
15 insert in lieu thereof the word "forty-five (45)".

CH. 92)

- 16 7. Insert after line twenty-eight (28) new paragraphs as follows:
17 "The secretary of state shall refuse to file any rule not endorsed as
18 required by this section or prepared in form prescribed by section
19 fourteen point three (14.3), subsection eight (8).
20 "All rules, temporary or permanent, shall become effective thirty
21 (30) days after filing with the secretary of state, but another date
22 may be specified not prior to the filing date."
23 8. Strike the first sentence from the paragraph beginning at line
24 twenty-nine (29).

1 SEC. 9. Section seventeen A point ten (17A.10), Code 1966, is
2 amended by striking from line one (1) the word "hereafter".

1 SEC. 10. This Act, being deemed of immediate importance shall be
2 in full force and effect from and after its passage and publication as
3 provided by law, in the Fairfield Daily Ledger, a newspaper published
4 at Fairfield, Iowa, and in The Clayton County Register, a newspaper
5 published at Elkader, Iowa.

Approved May 18, 1967.

Pursuant to the authority vested in the undersigned, Secretary of State of Iowa, under the provisions of section 3.9, Code of Iowa, 1966, there being no newspaper by the name of the Fairfield Daily Ledger, published in Fairfield, Iowa, I hereby designate The Fairfield Ledger, published in Fairfield, Iowa, to publish the foregoing Act, Senate File 348.

Melvin D. Synhorst, Secretary of State.

I hereby certify that the foregoing Act, Senate File 348, was published in The Fairfield Ledger, Fairfield, Iowa, May 25, 1967, and in The Clayton County Register, Elkader, Iowa, May 25, 1967.

Melvin D. Synhorst, Secretary of State.

HOUSE FILE 163

63rd G.A., Second Session

AN ACT

RELATING TO ADMINISTRATIVE RULES OF DEPARTMENTS OF THE STATE.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

Section 1. Section seventeen A point one (17A.1), Code 1966, as amended by chapter ninety-two (92), section one (1), Acts of the Sixty-second General Assembly, is hereby further amended by adding the following new subsection:

"No statute delegating rule-making power to administrative agency shall be construed to permit repeating or substantially paraphrasing any statute in adopting any rule. However, a statute or a part thereof may be included in a rule by reference."

Sec. 2. Section seventeen A point seven (17A.7), Code 1966, as amended by chapter ninety-two (92), section seven (7), Acts of the Sixty-second General Assembly, is hereby further amended as follows:

1. By striking from lines eleven (11) and twelve (12) the word "receiving" and inserting in lieu thereof the words "submission of".

2. By adding to the end thereof the following:

"When an administrative department has rules under consideration by the committee at any meeting, the department shall have a representative in attendance."

Sec. 3. Section seventeen A point eight (17A.8), Code 1966, as amended by chapter ninety-two (92), section eight (8), Acts of the Sixty-second General Assembly, is hereby further amended by adding to the end thereof the following:

"Any rules not filed with the secretary of state within sixty days after the date of final action by the committee and after the date the attorney general submits his advisory opinion, whichever date is later, shall be void. All rules shall be submitted to the code editor for examination before filing with the secretary of state."

Sec. 4. Chapter ninety-two (92), Acts of the Sixty-second General Assembly, section five (5), amending section seventeen A point five (17A.5), Code 1966, is hereby amended by inserting in line four (4) after the word "copies" the words "with authorized signatures".

APPENDIX VI

(Rules for the Functional Classification of Highways, Amended and
Adopted by the Iowa Legislative Rules Committee on June 9, 1970)

IOWA STATE HIGHWAY COMMISSION

Pursuant to House File 394, Second Session, 63rd General Assembly, as amended by House File 1103, Second Session, 63rd General Assembly, the following rules are adopted.

Chapter 3

FUNCTIONAL CLASSIFICATION OF HIGHWAYS

3.1(63 G.A. ch. 1126) Roads and streets to be classified. All roads and streets in legal existence as of January 1, 1970, shall be classified. All roads and streets in the category of "proposed" will be excluded from this classification study.

3.2 Meeting dates for county classification boards. Following the selection of the classification board members for each county, the three-member board shall meet as soon as practical for the purpose of organization and establishment of schedules. Subsequent meeting dates will be set at the discretion of the board but shall include one meeting annually in all subsequent years following the initial classification process.

3.3 Recording secretary. The designation of a recording secretary, who shall provide the minutes for each Board meeting, will be the responsibility of each individual Classification Board.

3.4 Public Hearing. Each respective county shall be responsible for the publishing of hearing information, for providing the place of the hearing and for recording the proceedings of the hearing.

3.5 Transcripts of Hearings. Transcripts of hearings, tape recorded or typed, shall be the responsibility of the Classification Boards and will be retained in their files.

3.6 Order of classification. To achieve proper and logical functional classification it is necessary to select the highest order systems first and proceed from that point down through the hierarchy to the lowest order systems. System selection shall be carried out in the following order:

3.6 (1) Rural systems.

- (a) Freeway-Expressway
- (b) Arterial
- (c) Arterial Connector
- (d) Trunk
- (e) Trunk Collector
- (f) Area Service

3.6 (2) Municipal systems

- (a) Freeway-Expressway Extensions
- (b) Arterial Extensions
- (c) Arterial Connector Extensions
- (d) Trunk Extensions
- (e) Trunk Collector Extensions
- (f) Municipal Arterial
- (g) Municipal Collector
- (h) Municipal Service

3.7 Classifications of county line roads. When classifying county line roads, each county shall classify only the roads that border the county on the north and west. This procedure is for the purpose of eliminating confusion in record-keeping and for providing uniform classification plans.

3.8 Classification of roads on corporation lines. To eliminate double reporting of mileage, and provide uniform classification plans, all roads on corporation lines shall be classified as municipal streets and considered to be within the corresponding municipality. Where streets occur on corporation lines common to two municipalities the street classification shall be reported by the municipality on the south or east.

3.9 State Park and Institutional Road system classification. This classification involves only identifying and tabulating the miles of road within each park or institution. The Highway Commission presently possesses all information necessary for this determination and will, therefore, complete this classification. To provide continuity of other systems the County Classification Boards shall, however, determine the location of Extensions of Freeway-Expressways, Arterials, Arterial Connectors, Trunks, Trunk Collectors, Municipal Arterials, and Municipal Collectors within these areas.

3.10 Data submittal. Each County Classification Board shall submit the following data to the Highway Commission at the time they complete their initial classification and at any future time when adjustments in the classification are necessary.

3.10 (1) Letter of transmittal.

3.10 (2) Network maps. Each Board shall submit a map of their county and one map of each municipality in the county showing the selected classifications by the following color codes. When future adjustments are required only maps of the effected area are required.

3.10 (2) (a) County map showing rural systems.

Freeway-Expressway -----	Red
Arterial -----	Orange
Arterial Connector -----	Green
Trunk -----	Blue
Trunk Collector -----	Brown
Area Service -----	Black

3.10 (2) (b) Municipal maps.

Freeway-Expressway Extensions -----	Red
Arterial Extensions-----	Orange
Arterial Connector Extensions -----	Green
Trunk Extensions -----	Blue
Trunk Collector Extensions -----	Brown
Municipal Arterial-----	Purple
Municipal Collector -----	Yellow
Municipal Service -----	Black

3.10 (3) Mileage summary forms. These forms will be furnished to the County Classification Boards by the Highway Commission with the requirement that each Board fill in the following data:

3.10 (3) (a) Summary of mileage making up each functional class within the appropriate county and the cities and towns therein.

3.10 (3) (b) Listing of each segment of road contained in the individual classes except for the Area Service System and the Municipal Service System.

These rules shall become effective as provided in Chapter 17A of the Code after filing in the office of the Secretary of State.

EXAMINED AND APPROVED

DATE _____

DATE ADOPTED _____

ATTORNEY GENERAL

DIRECTOR OF HIGHWAYS
IOWA STATE HIGHWAY COMMISSION

APPROVED

DATE SUBMITTED TO IDR
COMMITTEE _____

DATE _____

CHAIRMAN, DEPARTMENTAL RULES
REVIEW COMMITTEE