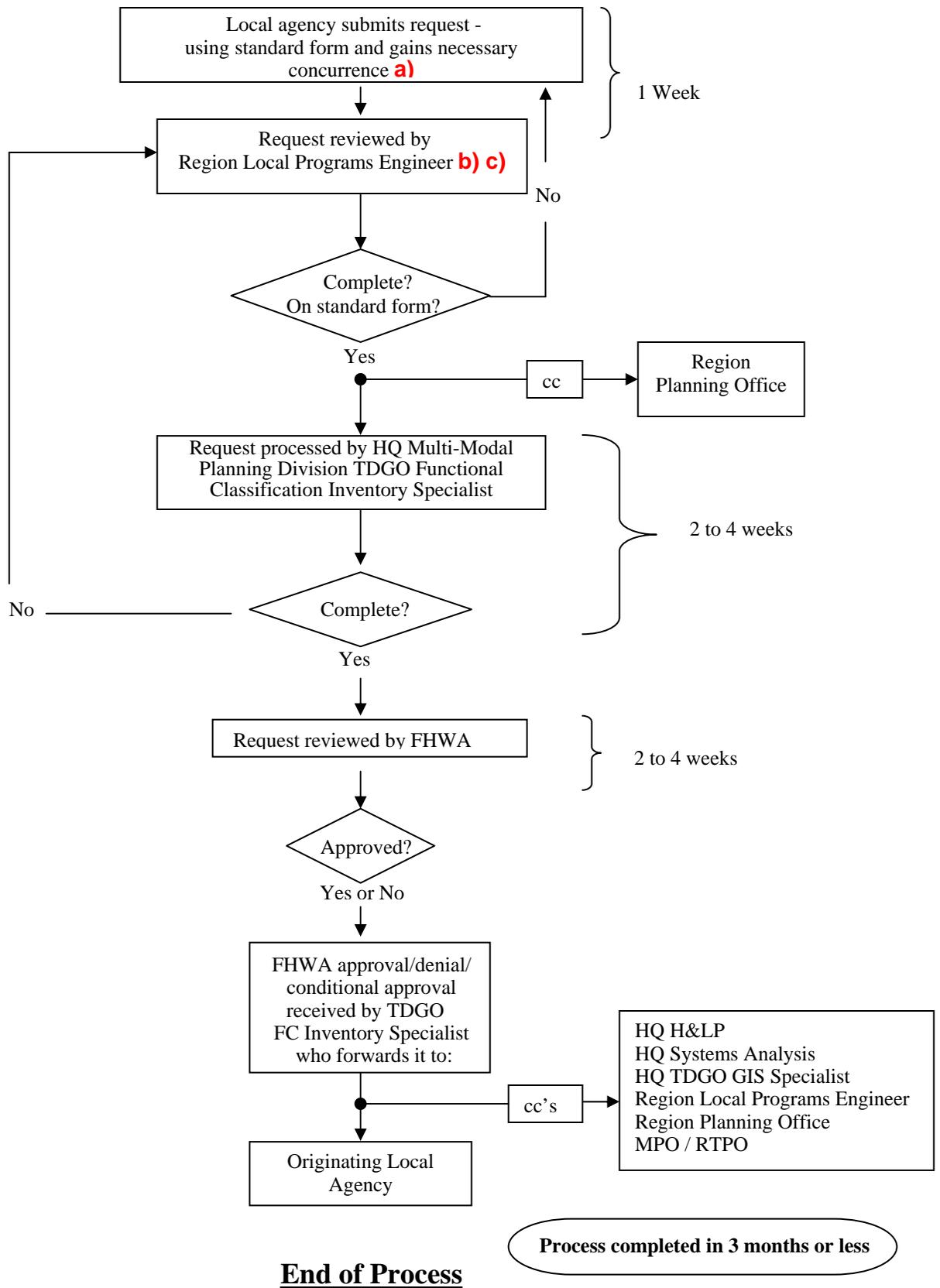


Begin Functional Classification Request Process



- a)** If requesting agency is within or partially within an Urbanized Area the MPO must give written concurrence of requested changes prior to submission to Region Local Programs Engineer. In addition, if the requesting agency is not within an Urbanized Area, they must inform the RTPO of the requested change.
- b)** **Region Local Programs Engineer** ensures that the submitting agency's request is complete with all necessary concurrences prior to submitting to HQ FC Inventory Specialist.
- c)** If State Route (instead of local agency route) functional classification is to be changed, the process begins with the Region Planning office sending the request to the HQ FC Inventory Specialist following any necessary communication with MPO's / RTPO's. The Region Planning office cc's the Region Local Programs Engineer.