# ODOT logo, a stylized letter T and the words Oregon Department of Transportation **JURISDICTIONAL TRANSFER**

# Pre-Application Materials

## Jurisdictional Transfer Advisory Committee

### Jurisdictional Transfer Advisory Committee Overview

During the 2023 legislative session, the Oregon Legislature passed House Bill 2793. The bill establishes a Jurisdictional Transfer Advisory Committee (Committee). The purpose of the Committee is to make recommendations to the Oregon State Legislature’s Joint Committee on Transportation. The Committee was appointed by the Governor and is staffed by the Oregon Department of Transportation (ODOT).

The Committee is tasked with developing a list of three jurisdictional transfer candidates per biennium interested in receiving funding to support transferring portions of state highways from ODOT to a city or county. These recommendations will be made in consultation with the Oregon Transportation Commission (OTC).

No later than September 15 of each even-numbered year, the Committee will submit a report to the Joint Committee on Transportation, in the manner provided in ORS 192.245, that includes the list of jurisdictional transfers recommended for funding. The Committee is advisory, they do not have a budget and do not distribute funds.

### Pre-Application Purpose

The purpose of the pre-application is to provide a low-effort mechanism for submitting nominations for consideration by the Committee. The Committee will then screen proposals. The committee will review the pre-applications within 60 days of the submission deadline and notify applicants within 30 days that they are, or not, eligible to complete and submit a full application. Applicants should also be prepared to deliver a presentation to the Jurisdictional Transfer Advisory Committee and answer follow-up questions.

In order to qualify to apply, the jurisdiction should:

* Be actively engaged in conversations about jurisdictional transfer with ODOT and other impacted agencies.
* Demonstrate that the community has been or is being engaged in discussions.
* Have the support of the proposed local governing authority of the jurisdiction seeking to take ownership of the facility.
* Have the support of the ODOT District and Region office for the transfer.
* Have a vision for the future use of the facility and associated land uses.
* Have a plan for maintenance of the facility following any upgrades of the facility.
* Be able to provide a 20% match to the total cost of the facility upgrades jointly agreed upon by the receiving jurisdiction and ODOT, as required by HB2793.

### Required Attachments

1. Letter of support from City Council and/or County Commission (local governing authority)
2. Letter of support from ODOT Region Manager

### Optional Attachments

Plans or documents that demonstrate the community vision for the facility. These may include but are not limited to Transportation System plan, Comprehensive Plan, Corridor Plan, Main Street Plan, Economic Development Plan, or other.

## Jurisdictional Transfer Pre-Application

### Organization

Name of Applicant Organization:

Mailing Address for Applicant Organization:

Contact Person Name:       Contact Person Title:

Contact Person Phone:       Contact Person Email:

### Project Information

Highway Name:       Highway Number:

Request to transfer Highway from       (mile post, street address or intersection)

to       (mile post, street address or intersection)

What is the total distance of the transfer in feet?

What is the adjacent land use zoning?

Current ODOT Highway Classification (select one):
([Oregon Department of Transportation: Maps and GIS : Data & Maps : State of Oregon](https://www.oregon.gov/odot/data/pages/maps.aspx))

Is the Highway a Reduction Review Route? (check one): [ ]  No [ ]  Yes
([Oregon Revised Statute 366.215 Implementation Guidance](https://www.oregon.gov/odot/Planning/Documents/ORS_366.215_Implementation_Guidance.pdf))

Is this Highway part of the National Highway System (NHS), a federal designation? (check one): [ ]  No [ ]  Yes

What is the total anticipated cost range of the facility upgrades jointly agreed upon by the receiving jurisdiction and ODOT? (check one): [ ]  Under $10M [ ]  $10M-$100M [ ]  $101M-$250M [ ]  $250M and up

Desired Date of Transfer:

Who is your primary contact at ODOT for this roadway? (may list more than one name):

### Reason for Transfer

Why do you think a highway transfer is the best decision for the section of roadway? (narrative):

### Eligibility (Pass/Fail)

1. Are you engaged in discussions for transfer with ODOT? [ ]  Yes [ ]  No (Pass/Fail)
	1. Please attach a letter of support from the ODOT region leadership where project is located (required)
2. Do you have the support of the proposed local governing
authority for this transfer and to submit this application? [ ]  Yes [ ]  No (Pass/Fail)
	1. Please attach a letter of support or Resolution. (required)
3. Have you engaged in conversation with other agencies or jurisdictions who may be impacted by a change in how this section of highway is managed? (please describe):

### Community Vision (up to 50 points)

1. How does the community envision the highway being used? Please describe the existing issues, challenges, constraints, or problems that the current ownership or design imposes on the community.

1. How will this transfer improve safety for all user groups?

1. How will the transfer of the Highway and the implementation of the community vision affect adjacent communities and regional travel?

1. What existing adopted plans or documents demonstrate the community vision for the area serviced by the highway? Please submit relevant sections with your application as an attachment. Note the documents here. These may include but are not limited to Transportation System plan, Comprehensive Plan, Corridor Plan, Main Street Plan, Economic Development Plan, or other.