

**OREGON DEPARTMENT OF TRANSPORTATION**  
DESIGN EXCEPTION REQUEST

*For Roadway Section Office use only*

<b>Control No:</b>	
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<b>Section Name:</b>		<b>Route No.:</b>	
<b>Highway Name:</b>		<b>Highway No.:</b>	<b>1</b>
<b>County Name:</b>	<b>Region:</b>	<b>Key No.:</b>	<b>2</b>
<b>Begin MP:</b>	<b>RDWY ID:</b>	1 <input type="checkbox"/> 2 <input type="checkbox"/> <b>4</b>	<b>Mileage Type:</b> <b>5</b>
<b>End MP:</b>	<b>Mileage Overlap Code:</b>	0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> <b>6</b>	<b>3</b>

**PROJECT DATA**

<b>Functional Classification:</b>		<b>7</b>					
<b>Current ADT (Year):</b>				<b>Design ADT (Year):</b>			
<b>% Trucks:</b>		<b>Vertical Clearance Route:</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No <b>8</b>			
<b>Posted Speed:</b>		<b>Design Speed:</b>		<b>9</b>	<b>Bid Date:</b>		
<b>Funding:</b>							
<b>Current Estimate:</b>		<b>Additional Cost to Meet Standard:</b>					
<b>Federal Highway Approval Required: 10</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Design Category</b>	3R <input type="checkbox"/> 1R <input type="checkbox"/>	<b>NHS:</b>	<input type="checkbox"/>	<b>Top 10% SPIS Site:</b>	<b>11</b>
			4R <input type="checkbox"/> SF <input type="checkbox"/>	<b>Non NHS:</b>	<input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>

Design Exceptions (FHWA 13 Controlling Criteria in BOLD)		
<input type="checkbox"/> <b>Design Speed 12</b>	<input type="checkbox"/> <b>Superelevation</b>	<input type="checkbox"/> Design Life and V/C Ratio
<input type="checkbox"/> Lane Width	<input type="checkbox"/> <b>Vertical Clearance</b>	<input type="checkbox"/> Bike Lane/Multi-Use Path Width
<input type="checkbox"/> Shoulder Width/Shy Distance	<input type="checkbox"/> <b>Structural Capacity</b>	<input type="checkbox"/> Sidewalk Width
<input type="checkbox"/> Bridge Width	<input type="checkbox"/> <b>Clear Zone</b>	<input type="checkbox"/> Median Width
<input type="checkbox"/> Horizontal Alignment	<input type="checkbox"/> ADA Standards <b>12</b>	<input type="checkbox"/> Parking Width
<input type="checkbox"/> Vertical Alignment	<input type="checkbox"/> Spiral Length	<input type="checkbox"/> Diagonal Parking
<input type="checkbox"/> Grade	<input type="checkbox"/> Superelevation Runoff	<input type="checkbox"/> Bridge Rail <b>12</b>
<input type="checkbox"/> Stopping Sight Distance	<input type="checkbox"/> Pavement Design Life	<input type="checkbox"/> Interchange Spacing
<input type="checkbox"/> Pavement Cross Slope		<input type="checkbox"/> (Other)

Description of Exception:

**13**

Description of Project (From Prospectus):

Location of Design Feature:

Crash History & Potential: (Specifically as it applies to requested exception)

**14**

Reasons For Not Attaining Standard: (Such As Cost/ Benefit, Crash History, Environmental, Etc.)

Effect on Other Standards:

Compatibility with Adjacent Sections:

Probable Time before Reconstruction of Section:

Mitigation For Exception Included In Design:

**15**

Supporting Documentation (Include the appropriate Plan Section, Cross Section, Alignments Sheets & Plan Details):

**16**

**Signatures**

Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Engineer of Record)

<b>Print Name:</b>		<b>Phone:</b>	
<b>Company Name:</b>			
<b>Company Address:</b>			
<b>City:</b>		<b>ST:</b>	<b>Zip:</b>
<b>Email Address:</b>			

Concurred By: \_\_\_\_\_ Date: \_\_\_\_\_  
(ODOT Program Manager: Area Manager, District Manager, BDU, Private Public Partnerships, Local Government)

\_\_\_\_\_  
(Print Name)

**Concurred By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(ODOT Region Tech Center Manager or Region Roadway  
Manager)

\_\_\_\_\_  
(Print Name)

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(State Roadway Engineer)

\_\_\_\_\_  
(Print Name)

**PREPARED BY:**

**ENGINEER OF RECORD  
PROFESSIONAL  
ENGINEER STAMP**

\_\_\_\_\_

**APPROVED BY:**

**STATE ROADWAY ENGINEER  
PROFESSIONAL  
ENGINEER STAMP**

\_\_\_\_\_

- 1**     **State Highway Number:** The ODOT, 3-digit number given to each state highway for identification purposes. Generally, this is not the same as the route number. If the project is off the State Highway System, use "Local" for the highway number.
- 2**     **Key Number:** The ODOT unique 5-digit number given to each project.
- 3**     **EA Number and Sub-Job:** The ODOT internal account number for the project including the sub-job number.
- 4**     **Roadway ID:** In ODOT's GIS, the roadway identifier code determines the alignment when there is a separated highway alignment such as a freeway. Code 1 is for the primary alignment that increases with the mile point. Code 2 is for the alignment with the decreasing mile points. Note: state highway 001 (I-5) is opposite to this rule.
- 5**     **Mileage Type:** In ODOT's GIS, the mileage type code is for when there are unique mile points along a highway. The Z code indicates an overlap in the mile points. During realignment that lengthens the highway, an overlap in the mile points will result. The Z code indicates the repeated mile points.
- 6**     **Mileage Overlap Code:** In ODOT's GIS, the mileage overlap code is used when the "Z" code is used to indicate each unique occurrence of duplicate mile points. A code of 1 is use for the first occurrence, a code of 2 for the second occurrence, etcetera.
- 7**     **Functional Classification:** The functional classification for State Highways can be found in ODOT's Highway Design Manual (HDM) in [Appendix A](#).
- 8**     **Vertical Clearance Route:** These specific routes designated for high loads are listed in ODOT's Highway Design Manual (HDM) in [Appendix C](#).
- 9**     **Design Speed:** The design speed is a critical design component that defines multiple design standards. It is not necessarily the same as posted speed. The HDM in [Chapter 2](#) and AASHTO's "*A Policy on Geometric Design of Highways and Streets - 2011*" in the chapter titled Design Controls and Criteria, discuss the design speed at great length. The selection of design speed is made by the Regional Roadway Manager with consultation given by Technical Services Roadway Engineering Unit.
- 10**    **Federal Highway Approval Required:** FHWA and ODOT have an agreement document known as the Stewardship Agreement. In the agreement, FHWA must approve exceptions to standards on pre-selected projects. The pre-selected projects are designated as Full Federal Oversight (FFO). In addition to the FFO projects, any project on the Interstate Highway System that has an exception to any of the 13 controlling criteria also must be approved by FHWA.
- 11**    **SPIS Site:** The Safety Priority Indexing System (SPIS) rates specific location of crashes. Safety funding may be available to correct locations that are in the top 10%. This information is available from the ODOT Traffic Management Section.

- 12** **Design Speed, ADA Standards, and Bridge Rail:** These are items that are the most difficult to justify. These will only be considered in extreme situations with mitigation measures included.

Design Speed effects many other design standards that can have unintended reductions in inappropriate locations.

ADA standards get into civil rights issues. Documentation of specific project decisions is required for these sensitive designs. Physical inability to comply with prescribed design standards requires a design exception. Fiscal constraints for not complying with standards require an additional letter signed by the agency head or designee.

The Bridge Rail exception refers to the NCHRP Report 350 crash test level requirement or the AASHTO MASH test level requirements. Variations from the Bridge Standard Drawings are considered Deviations granted by the State Bridge Engineer.

- 13** **Description of Exception:** Limit the number of exceptions to 3 types per form. The use of multiple forms helps to segregate the issues.

When multiple exceptions are being requested, grouping like items on the same form is encouraged. For example, horizontal alignment, vertical alignment, and super elevation share closely related issues.

When multiple exceptions are contained in one form, number the exceptions beginning in this section and keep consistent numbering through the document's remaining sections.

- 14** **Crash History & Potential:** Evaluation of the Safety Priority Index System (SPIS) for specific locations within the project limits that are in the top 10% of the index. SPIS sites include funding from the Safety Investment Program. This information is available from the Traffic Management Unit. Compare crash rates to average crash rates for similar highways in this section. Discuss the potential for increase or decrease in crash rates. Include the types of crashes and the relationship to the design exception.

- 15** **Mitigation:** Include the items that are included in the project to mitigate the specific design exception. There are suggested items to use in the HDM in [Chapter 6](#).

- 16** **Supporting Documentation:** The Design Exception submittal must include appropriate plan section, cross section, alignment sheet and plan details. Digital pictures may also be included.