

Chapter 5. Access Management

5.1 OVERVIEW

For a project on or along the state highway where a public or private connection to the state highway exists or is proposed within the project limits, state highway approach and access management requirements must be met pursuant to Oregon Administrative Rules (OAR) Chapter 734, Division 051.

5.2 ACCESS MANAGEMENT ON THE STATE HIGHWAY SYSTEM

All projects on the state highway system are required to conform to the requirements of ODOT's Project Delivery Operational Notice 03 (PD-03) "Access Management in the Project Delivery Process" and OAR 734-051.

Guidelines for implementing PD-03 are available on ODOT's website. All projects on the state highway, including LPA projects that cross or about the state highway, trigger access management involvement. The level of involvement depends on whether a project is exempt from the "Access Management Strategy" identified in PD-03. A project is exempt if it is not defined as a "Highway Improvement Project" under OAR 734-051- 5120(1)(b) because it is not in the STIP or there are no planned approach modifications, relocations or closures. ODOT can help determine what "modification" means (there is an appendix in PD-03 and an ODOT Technical Bulletin AM21-01(B): Determination of Approach Modification in a Highway Improvement Project for this as well). Even if a project is exempt, it still requires some ODOT access management involvement for an exemption memo and likely some right of way research, but it is much less than if a project is not exempt.

For additional information, see the ODOT Statewide Access Management Quality Plan and the Access Management Quality Checklist, in the resource section at the end of this chapter.

5.3 TIMING

Access management issues should be identified as early as possible in the project development process, as minimum notification and appeal rights must be provided to affected real property owners. The LPA should contact the ODOT project contact who can connect the LPA with the Regional Access Management Engineer and/or Project Access Management Engineer as appropriate.

Average timeline to complete the access management process is 6-9 months, though more complex projects may take closer to a year and should be completed by DAP acceptance.



5.4 COORDINATION WITH ODOT

It is essential that LPA projects on the state highway system be closely coordinated with ODOT region staff to determine project requirements and processes under OAR 734-051 and PD-03. The OAR provides specific authorities to the Region Manager to modify, mitigate, or remove approaches during project delivery. The Region Manager’s authority to take these actions on a state highway may not be delegated except under special circumstances. It is important that the LPA work with the ODOT region staff to determine the appropriate jurisdictional authority to implement actions related to accessing the state highway.

5.5 RESOURCES

For questions not covered here, contact the ODOT project contact or the [ODOT Certification Program](#).

Provider	Resource Title	Description	Link
ODOT	Access Management Project Delivery QC Checklist	Form 734-5477	https://www.oregon.gov/odot/Forms/20DOT/7345477.pdf
ODOT	Bulletin AM21-01(B)	Determination of Approach Modification in a Highway Improvement Project	https://www.oregon.gov/odot/Engineering/Doc_TechnicalGuidance/AM21-01B.pdf
ODOT	Project Delivery Leadership Team Operational Notice PD-03: Access Management in the Project Delivery Process	Operational guidance (expectations for implementing access management for projects on the state highway)	https://www.oregon.gov/odot/Engineering/Doc_TechnicalGuidance/PDLTNotice03.pdf
ODOT	Statewide Access Management Quality Plan	Plan Document	https://www.oregon.gov/odot/Engineering/AccessMgmt/AccessManagementQP.pdf
OR SOS	ODOT OAR 734-051	Oregon Administrative Rules, Division 51 – Highway Approaches, Access Control, Spacing Standards and Medians	https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=3317