

## Documentation Examples

1.	FC CHANGE ONLY. ....	2
2.	AREA TYPE CHANGE ONLY. ....	3
3.	UPDATE THAT CROSSES COUNTY BOUNDARIES AND IS LOCATED IN BOTH DISTRICT TO MPO AREAS OF RESPONSIBILITY. ....	5
4.	UPDATE LOCAL FC TO HIGHER FC. ....	10

1. **FC change only.** This example shows a roadway in a small urban area upgrading from an urban collector to an urban minor arterial. The same procedures would be followed for roadways in large urban and rural areas that are only changing FC.

  - a. Highlight the roadway and record the ID number next to the roadway. Room permitting, record the new FC.



- b. Record ID number under “NOTES” heading.

Water Bodies

Data Date: June 23, 2003  
Map Creation Date: November

**NOTES**

1

- c. Complete a record in the FC Update Log – Log tab.

HYPOTHETICAL EXAMPLE																			
Complete All Necessary Fields																			
Map Sheet(s)	ID	County	Name	Primary Facility Number	Secondary Facility Number	Tertiary Facility Number	From	To	1990 UZA/UA	Base Yr Area Type	Base Yr FC	2008 UZA/UA	2008 Area Type	2004 FC	Mileage	Changes	Atlas	Justification	District Comments
10-D		Rank	Fortell				SH 64	SS 64E	Henderso n	Small Urban Collector		Henderso n	Small Urban	Minor Arterial	1.5 FC			New commercial development along Fortell	

d. Complete T-Accounts

HYPOTHETICAL EXAMPLE																			
*****Only enter data into cells highlighted in green! All other cells should update automatically.*****																			
DISTRICT																			
Urban Interstate		Urban Other Frwy & Exwy		Urban Other Prin Art		Urban Minor Arterial		Urban Collector											
Subtractions (-)	Additions (+)	Subtractions (-)	Additions (+)	Subtractions (-)	Additions (+)	Subtractions (-)	Additions (+)	Subtractions (-)	Additions (+)										
0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.5	1.5	0.0										
Base Yr																			
Mileage		0.0		0.0		88.3		85.4		77.7									
Less		0.0		0.0		0.0		0.0		-1.5									
Add Additions		0.0		0.0		0.0		1.5		0.0									
2004		0.0		0.0		88.3		86.9		76.2									

2. **Area type change only.** Area type changes must be recorded for any roadways that are located within the area where the 2000 urban area boundary is different from the 1990 urban area boundary.
  - a. Highlight the roadway and record the ID number and area type (if room permits) next to the roadway.



b. Record ID number under “NOTES” heading.

Water Bodies

Data Date: June 23, 2003  
 Map Creation Date: November

## NOTES

1

c. Complete a record in the FC Update Log – Log tab.

HYPOTHETICAL EXAMPLE																	
*****Complete All Necessary Fields*****																	
MPO																	
Map Sheet(s)	ID	County	Name	Primary Facility Number	Secondary Facility Number	Tertiary Facility Number	From	To	1990 UZA/UA	Old Area Type	Old FC	2000 UZA/UA	New Area Type	New FC	Mileage	Changes	Notes
4	C1	1	Smith	US 69			Tyler 2000 UZA	Tyler 1990 UZA		Rural	Other Principal Arterial	Tyler	Large Urban	Other Principal Arterial	2.9	Area Type	UZA Boundary Changed

d. Complete T-Accounts

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
HYPOTHETICAL EXAMPLE																							
*****Only enter data into cells highlighted in green! All other cells should update automatically.*****																							
MPO																							
Urban Interstate				Urban Other Freeway				Urban Other Prin Art				Urban Minor Arterial				Urban Collector							
Addition		Subtraction		Addition		Subtraction		Addition		Subtraction		Addition		Subtraction		Addition		Subtraction		Addition		Subtraction	
ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)
1				1				1				1				1				1			
2				2				2				2				2				2			
3				3				3				3				3				3			
4				4				4				4				4				4			
5				5				5				5				5				5			
6				6				6				6				6				6			
7				7				7				7				7				7			
8				8				8				8				8				8			
9				9				9				9				9				9			
10				10				10				10				10				10			
11				11				11				11				11				11			
12				12				12				12				12				12			
13				13				13				13				13				13			
14				14				14				14				14				14			
15				15				15				15				15				15			
16				16				16				16				16				16			
17				17				17				17				17				17			
18				18				18				18				18				18			
19				19				19				19				19				19			
20				20				20				20				20				20			
21				21				21				21				21				21			
22				22				22				22				22				22			
23				23				23				23				23				23			
24	0.0		8.8		0.0		0.0		0.0		2.5		0.0		0.0		0.0		0.0		0.0		0.0
25																							
26	State W Mileage	6.6			6.6				79.7				36.1				74.1						
27	Local Subtractions	8.8			0.0				0.0				0.0				0.0						
28	Add Additions	8.8			0.0				2.5				0.0				0.0						
29	2004 Mileage	6.6			6.6				82.6				36.1				74.1						
30																							
31																							
Rural Interstate				Rural Other Prin Art				Rural Minor Art				Rural Major Collector				Rural Minor Collector							
Addition		Subtraction		Addition		Subtraction		Addition		Subtraction		Addition		Subtraction		Addition		Subtraction		Addition		Subtraction	
ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)	ID	Subtraction (-)	ID	Addition (+)
32				32				32				32				32				32			
33				33				33				33				33				33			
34				34				34				34				34				34			
35				35				35				35				35				35			
36				36				36				36				36				36			
37				37				37				37				37				37			
38				38				38				38				38				38			
39				39				39				39				39				39			
40				40				40				40				40				40			
H < > H1 \ MPO Loc \ T-Accounts / FC % / Reference /																							

3. **Update that crosses county boundaries and is located in both District to MPO areas of responsibility.**

E.g. FM 14 from US 80 to SL 323 to be updated to Minor Arterial. See Figure 1. This example will require four different entries; two for the District and two for the MPO.

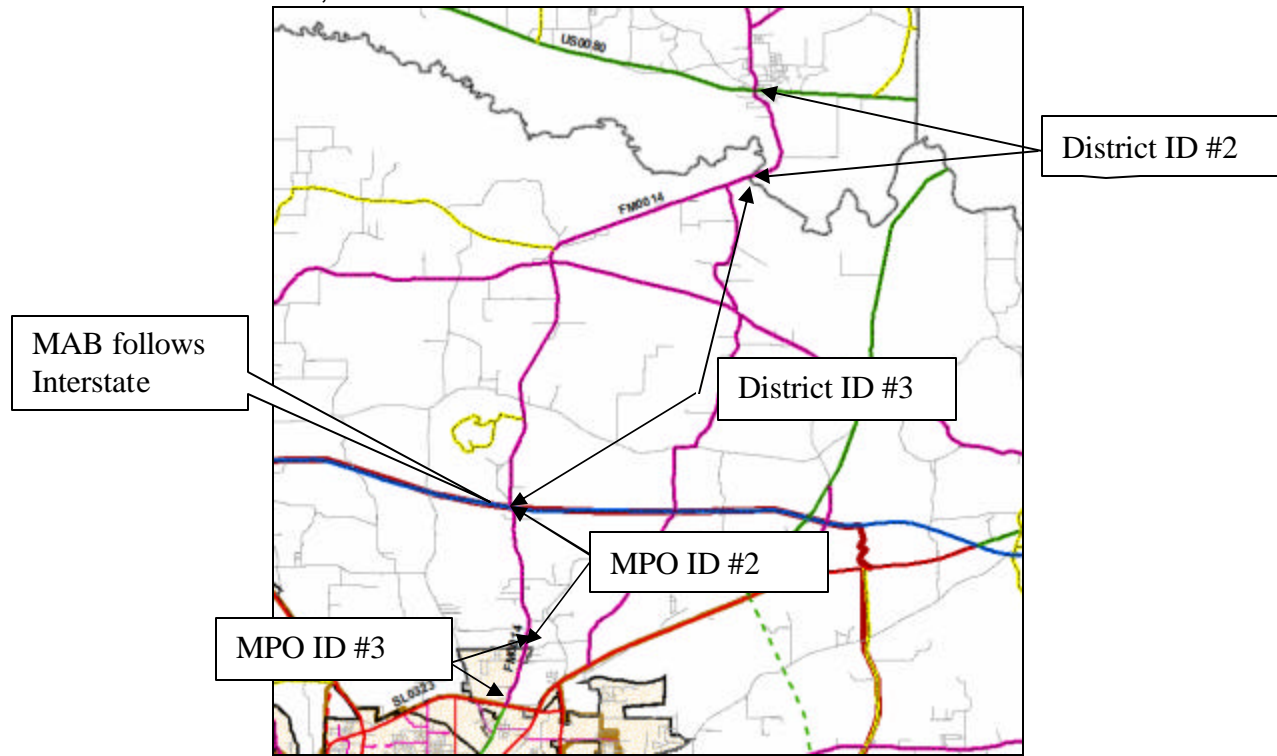
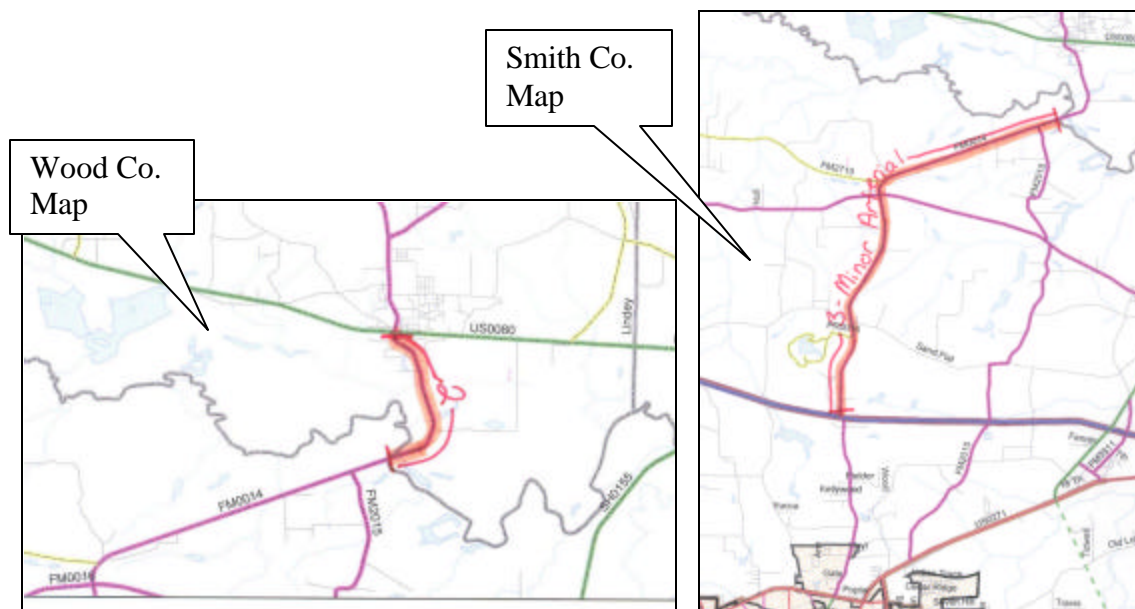


Figure 1

**DISTRICT – ID #s 2 and 3**

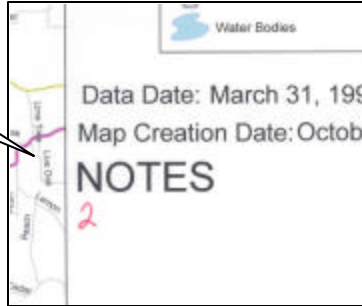
- Highlight the roadway and record the ID number next to the roadway. (Separate entries are needed each time the roadway crosses a county boundary).



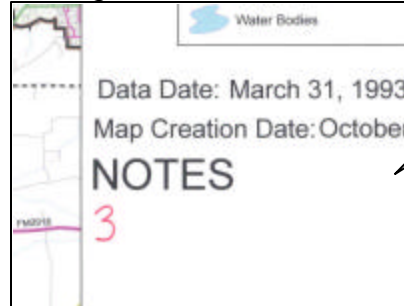


b. Record ID number under "NOTES" heading.

Wood Co.  
Map



Smith Co.  
Map



c. Create records in the FC Update Log – Log tab.

HYPOTHETICAL EXAMPLE																			
Complete All Necessary Fields																			
Map Sheet(s)	ID	County	Name	Primary Facility Number	Secondary Facility Number	Tertiary Facility Number	From	To	1999 UZA/UA	Base Yr Area Type	2000 UZA/UA	2004 Area Type	2004 FC	Mileage	Changes	Alias	Justification	District	Comments
10-D	1	Rusk	Fordell				SH 64	BS 64E	Henderson	Small Urban	Henderson	Small Urban	Minor Arterial	1.5 FC			New commercial development along Fordell		
18-250	2	Wood		FM 14			Smith County Line	US 80		Rural Major Collector		Rural	Minor Arterial	2.4 FC			Traffic volumes have increased		
18-212	3	Smith		FM 14			Taylor H&B	Wood County Line		Rural Major Collector		Rural	Minor Arterial	10.0 FC			Traffic volumes have increased		

d. Complete T-Accounts

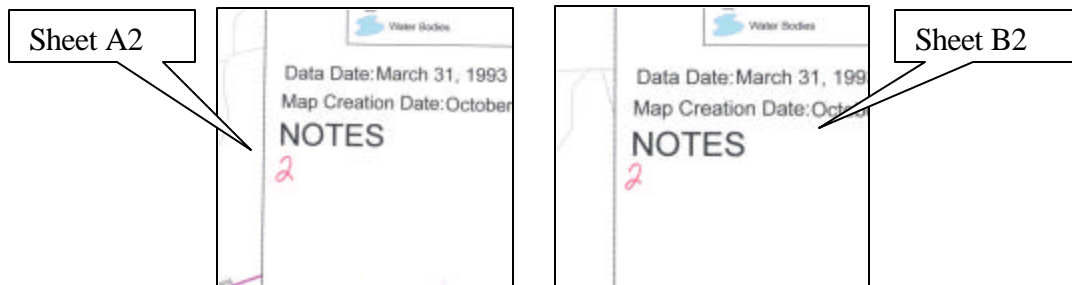
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
22																								
23																								
24			0.0	0.0			0.0	0.0			0.0	0.0					0.0	1.5				1.5		0.0
25																								
26																								
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## MPO – ID #2 (RURAL)

- e. Highlight the roadway and record the ID number next to the roadway. (The arrows drawn in red indicate that Segment #2 extends onto the next map sheet.)



- f. Record ID number under “NOTES” heading.



- g. Complete a record in the FC Update Log – Log tab. (A separate entry is NOT needed in the FC update if the roadway crosses urbanized area map sheets.)

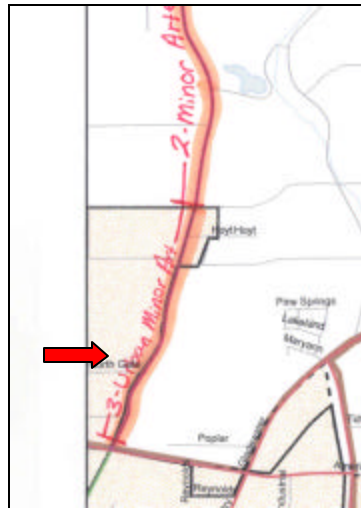
HYPOTHETICAL EXAMPLE																		
*****Complete All Necessary Fields*****																		
MPO																		
Map Sheet(s)	ID	County	Name	Primary Facility Number	Secondary Facility Number	Tertiary Facility Number	From	To	1998 UZA/UA	Old Area Type	Old FC	2008 UZA/UA	New Area Type	New FC	Mileage	Changes	Alias	Justification
C1	1	Smith	US 89				Tyler 2000 UZA	Tyler 1900 UZA		Rural	Other Principal Arterial	Tyler	Large Urban	Other Principal Arterial	2.5	Area Type		UZA Boundary Changed
A2, B2	2	Smith	FM 14				Tyler 2000 UZA	Tyler 1900 UZA		Rural	Rural Major Collector		Rural	Minor Arterial	3.2	FC		Traffic volumes have increased

## h. Complete T-Accounts

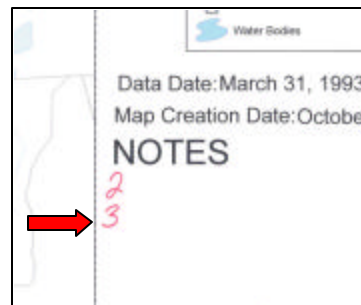
19	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
20																								
21																								
22																								
23																								
24			0.0	0.0			0.0	0.0			0.0	2.9			0.0	0.0					0.0	0.0		
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## MPO – ID #3 (URBAN)

- Highlight the roadway and record the ID number and update (if room permits) next to the roadway.



- Record ID number under “NOTES” heading.





k. Complete a record in the FC Update Log – Log tab.

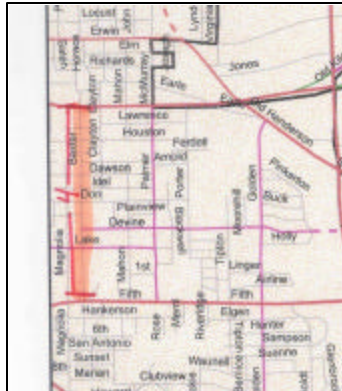
HYPOTHETICAL EXAMPLE																			
Complete All Necessary Fields																			
MPO																			
Map Sheet(s)	ID	County	Name	Primary Facility Number	Secondary Facility Number	Tertiary Facility Number	From	To	1990 UZA/UA	Old Area Type	Old FC	2000 UZA/UA	New Area Type	New FC	Mileage	Changes	Alias	Justification	MPO Comments
C1	1	Smith		US 69			Tyler 2000 UZA	Tyler 1990 UZA		Rural	Other Principal Arterial	Tyler	Large Urban	Other Principal Arterial	2.5	Area Type		UZA Boundary Changed	
A2, B2	2	Smith		FM 14			Tyler 2000 UZA	Tyler 1990 UZA		Rural	Rural Major Collector		Rural	Minor Arterial	3.2	FC		Traffic volumes have increased	
B2	3	Smith		FM 14			Tyler 1990 UZA	Tyler 2000 UZA		Rural	Rural Major Collector	Tyler	Large Urban	Minor Arterial	1.3	Area Type & FC		Traffic volumes have increased	
MPO Log / T-Accounts / FC % / Reference /																			

## I. Complete T-Accounts

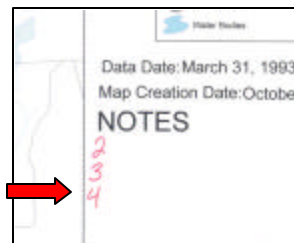
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
	HYPOTHETICAL EXAMPLE																							
1	====Only enter data into cells highlighted in green! All other cells should update automatically.====																							
2	MPO																							
3	Urban Interstate				Urban Other Freeway & Driv				Urban Other Prim Art				Urban Minor Arterial				Urban Collector							
4	Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)	
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19																								
20																								
21																								
22																								
23																								
24			0.0	0.0			0.0	0.0			0.0	2.9			0.0	1.3			0.0			0.0		0
25																								
26																								
27																								
28																								
29																								
30																								
31																								
32	Rural Interstate				Rural Other Prim Art				Rural Minor Art				Rural Major Collector				Rural Minor Collector							
33	Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)		Subtractions (-)		Additions (+)	
34																								
35																								
36																								
37																								
38																								
39																								
40																								
41																								
MPO Log \ T-Accounts / EC % / Reference /																								

#### 4. Update Local FC to Higher FC.

- Highlight the roadway and record the ID number next to the roadway.



- Record ID number under “NOTES” heading.



- Complete a record in the FC Update Log – Log tab.

HYPOTHETICAL EXAMPLE																			
*****Complete All Necessary Fields*****																			
MPO																			
Map Sheet(s)	ID	County	Name	Primary Facility Number	Secondary Facility Number	Tertiary Facility Number	From	To	1990 UZA/UA	Old Area Type	Old FC	2000 UZA/UA	New Area Type	New FC	Mileage	Changes	Alias	Justification	MPD Comments
C1	1	Smith		US 69			Tyler 2000 UZA	Tyler 1990 UZA		Rural	Other Principal Arterial	Tyler	Large Urban	Other Principal Arterial	2.9	Type		UZA Boundary Changed	
A2, B2	2	Smith		FM 14			Tyler 2000 UZA	Tyler M&D		Rural	Rural Major Collector		Rural	Minor Arterial	3.2	FC		Traffic volumes have increased	
B2	3	Smith		FM 14			Tyler 1990 UZA	Tyler 2000 UZA		Rural	Rural Major Collector	Tyler	Large Urban	Minor Arterial	1.2	Type & FC		Traffic volumes have increased	
B2	4	Smith	Baxter				SH 64	SH 31	Tyler	Large Urban	Local	Tyler	Large Urban	Urban Collector	0.9	FC		Used as a connection between SH 64 and SH 31	

d. Complete T-Accounts (This record will not have a T-account subtraction entry.)

HYPOTHETICAL EXAMPLE																			
*****Only enter data into cells highlighted in green! All other cells should update automatically.*****																			
MPO																			
Urban Interstate		Urban Other Frewy & Expy				Urban Other Prin Art				Urban Minor Arterial				Urban Collector					
ID	Subtractions (-)	ID	Additions (+)	ID	Subtractions (-)	ID	Additions (+)	ID	Subtractions (-)	ID	Additions (+)	ID	Subtractions (-)	ID	Additions (+)	ID	Subtractions (-)	ID	Additions (+)
5				10				0	2.9	5	3	1.3		0	0.8				
6																			
7																			
8																			
9																			
10																			
11																			
12																			
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14																			
15																			
16																			
17																			
18																			
19																			
20																			
21																			
22																			
23																			
24	0.0	0.0		0.0	0.0		0.0	2.9		0.0	1.3		0.0	0.8					
25																			
26	Base Yr Mileage	0.0		0.0			79.7			36.1				74.1					
27	Less	0.0		0.0			0.0			0.0				0.0					
28	Add Additions	0.0		0.0			2.9			1.3				0.8					
29	2044 Mileage	0.0		0.0			82.6			37.4				75.0					
30																			