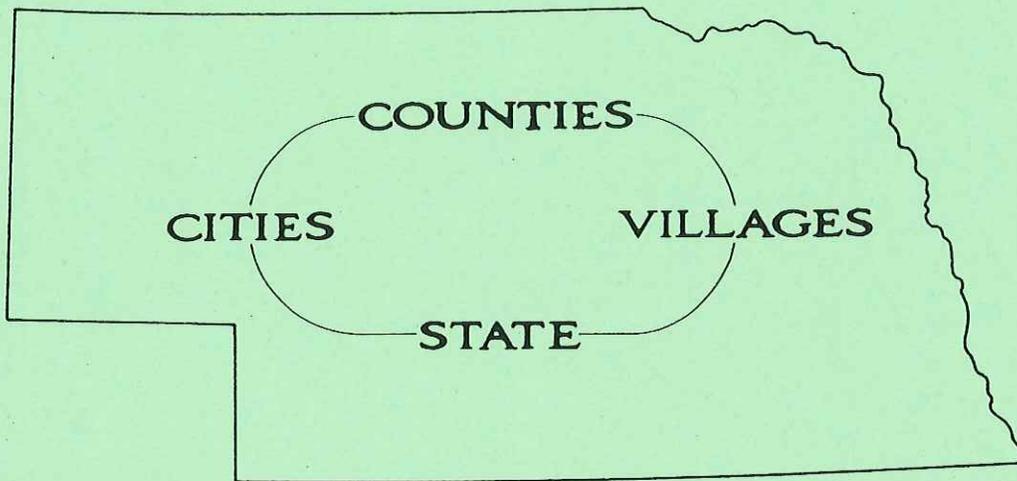


Instruction Manual for  
ANNUAL REPORTING of  
ONE-AND SIX-YEAR PLANS  
FOR  
HIGHWAY, ROAD & STREET IMPROVEMENTS



As Adopted by the  
BOARD of PUBLIC ROADS CLASSIFICATIONS  
and STANDARDS



1996

**Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS**

**Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans for Highway, Road and Street Improvements as Adopted by the Board of Public Roads Classifications and Standards, July 19, 1996.**

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**OTHER PUBLICATIONS AVAILABLE UPON REQUEST  
FROM  
BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS  
P.O. BOX 94759  
LINCOLN, NEBRASKA 68509-4759  
PHONE: (402)479-4436 FAX: (402)479-3975**

- Nebraska Highway Law Consisting of Chapter 39, Article 21, Section 39-2215 and Articles 23, 24 and 25 of the Nebraska Revised, Reissued Statutes
- Instruction Manual for Standardized System of Annual Reporting Road, Street and Highway Programs
- Minimum Design Standards
- Procedures for Classifications and Standards

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

001 INTRODUCTION

001.01 STATEMENT OF PURPOSE. Recognizing that safe and efficient transportation over public roads is a matter of major importance to all of the people in the state, the Legislature determined that an integrated system of public roads is essential to the general welfare of the State of Nebraska.

Adequate public roads provide for the free flow of traffic, protect the health and safety of the citizens of the state, result in lower cost of motor vehicle operation, increase property values, and generally promote the economic and social progress of the State.

As a result of the comprehensive three-year study of all public roads in Nebraska conducted by a committee of the Legislative Council as authorized by the Legislature in 1965 and 1967, a program has been developed to provide an integrated system of public roads for the state, counties, and municipalities.

Recognizing that cooperation among these governmental entities is essential in the development of an integrated system of public roads, the Legislature provided by law that structure upon which the state, counties, and municipalities can work as equal partners in the development, operation, and management of such system.

001.02 SIX-YEAR PLAN. The Department of Roads and each county and municipality shall develop and file with the Board of Public Roads Classifications and Standards a long-range, Six-Year Plan of highway, road, and street improvements based on priority of needs and calculated to contribute to the orderly development of an integrated statewide system of highways, roads, and streets.

001.03 SIX-YEAR PLAN EXTENSION. The Six-Year Plan required by law shall be extended annually, on or before the anniversary date by the addition of a new year, so that there shall at all times be a Six-Year Plan on file with the Board of Public Roads Classifications and Standards.

Any county or municipality on a fiscal construction year basis may apply to the Board of Public Roads Classifications and Standards for a new anniversary date, but such date shall not be later than July 1.

001.04 ONE-YEAR PLAN. The Department of Roads and each county and municipality shall annually prepare and file, on or before the anniversary date of the filing of its Six-Year Plan, with the Board of Public Roads Classifications and Standards a plan for specific highway improvements for the current year. No such plan shall be adopted until after a local public hearing thereon and its approval by the local governing body. The Board of Public Roads Classifications and Standards shall prescribe the nature and time of notice of such hearing which shall be such as shall be likely to come to the attention of interested citizens in the jurisdiction involved.

002 SCOPE OF THE SIX-YEAR PLAN. The Six-Year Plan shall include the One-Year projects and the next five years of planned projects. It is desirable but not mandatory that the projects be listed in priority sequence. This list of projects will be reviewed annually by the Board of Public Roads Classifications and Standards.

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

One-Year Plan projects and Six-Year Plan projects may be reported on NBCS Forms 7, 8, 9, 10 and 11 using English System measurements or Metric System measurements in whole or in part and in any combination. Units of measurement must be shown.

One copy of any additional material that supports and justifies the Six-Year Plan may be submitted with the plan. Please identify the local governmental agency, certified county highway or city street superintendent, person or firm responsible for the preparation of such material.

003 PROCEDURES FOR THE ESTABLISHMENT OF THE SIX-YEAR PLAN

1. Select highway, road and street improvement projects based on priority of needs that can be accomplished with the estimated revenue for the Six-Year period and prepare a Six-Year Plan for a public hearing presentation.
2. Accomplish public hearing requirements, in accordance with law, for One- and Six-Year Plan. See Section 011 for public hearing requirements instructions.
3. Prepare one copy of NBCS Form 7 for each project in the Six-Year Plan. See Sections 012.04 and 013.04 for instructions and examples.
4. Prepare one copy of NBCS Form 9. See Sections 012.03 and 013.03 for instructions and examples.
5. Prepare one copy of the city or county map, as appropriate, showing the location and project numbers for all projects included in the Six-Year Plan. See Section 013.05 for example.
6. Prepare the certification in accordance with public hearing requirements instructions in Section 011.

004 PROCEDURES FOR THE ESTABLISHMENT OF THE ONE-YEAR PLAN

1. Select highway, road, or street improvement projects from the Six-Year Plan based on priority of needs that can be accomplished with the estimated revenue for the One-Year period and prepare a One-Year Plan for public hearing presentation to be held in conjunction with a Six-Year Plan.
2. Accomplish a public hearing for One- and Six-Year Plans. See Section 011 for instructions.
3. Prepare one copy of NBCS Form 8. One-Year Plan projects shall be listed in your priority order. See Sections 012.02 and 013.02 for instructions and examples.
4. Prepare one copy of the city or county map, as appropriate, showing the location and project number for all projects included in the One-Year Plan. See Sections 012.05 and 013.05 for examples.
5. A duplicate copy of your One- and Six-Year Plan including the maps should be maintained as a matter of public record.

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

005 FILING OF THE ONE- AND SIX-YEAR PLAN WITH THE BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS, PO BOX 94759, LINCOLN, NEBRASKA 68509-4759. Submit one copy of your approved One- and Six-Year Plan including:

1. NBCS Form 11, Report of Previous Year Highway or Street Improvement.
2. NBCS Form 8, Summary of One-Year Plan.
3. NBCS Form 9, Summary of Six-Year Plan.
4. NBCS Form 7, One- and Six-Year Plan Highway or Street Improvement Project (one for each construction project in the Six-Year Plan).
5. A map(s) showing the location and project numbers for all projects included in the One- and Six-Year Plan.
6. RESOLUTION OF ADOPTION: of the One- and Six-Year Plan, signed by the proper officials.
7. PROOF OF PUBLICATION: of the legal notice (affidavit of publication from the publisher); and
8. PROOF OF POSTING: a signed statement that the notice of Public Hearing was posted in at least three places in the area where it is likely to attract attention.

006 RELINQUISHMENT OF STATE FUNDS

006.01 RELINQUISHMENT FOR ONE-YEAR. Any municipality may, for any year, certify to the State Treasurer that it relinquishes, to the county in which it is situated in whole or in part, all or a part of the state funds allocated to it for that year and the amount so relinquished shall be available for distribution to such county subject to the same matching as would have been required of the municipality had it not relinquished such funds. Any amount so distributed to the county shall be used exclusively for road purposes within the trade area of the relinquishing municipality as may be agreed upon by the county and municipal governing bodies. Such proposed relinquishment shall be presented for public hearing in conjunction with the municipality's One- and Six-Year Plan.

006.02 RELINQUISHMENT FOR ACCUMULATION AND INVESTMENT. Any municipality may certify to the State Treasurer that it relinquishes, to the county in which it is situated in whole or in part, all or a part of the state funds allocated to it for not to exceed three years and the amount so relinquished shall be available for distribution to such county subject to the same matching as would have been required of the municipality had it not relinquished such funds. Any relinquishment under this provision shall be made pursuant to an agreement between the relinquishing municipality and the county, to which other political subdivisions may also be parties, which provides for the accumulation and investment by the county of the amount relinquished for not to exceed three years so as to provide funds for one or more specific road improvement projects. Such proposed relinquishment shall be presented for public hearing in conjunction with the municipality's One- and Six-Year Plan.

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

007 ACCUMULATION AND INVESTMENT. Any municipality may accumulate and invest any portion or all of the money it receives for a period not to exceed four years so as to provide funds for one or more specific street improvement projects: Provided, that any municipality so accumulating funds must certify to the State Treasurer that the required matching funds are being accumulated and invested each year of the accumulation.

008 REVIEW OF ONE- AND SIX-YEAR PLAN. The Board of Public Roads Classifications and Standards shall review each annual plan within sixty days after it has been filed to determine whether it is consistent with the county's or municipality's current Six-Year Plan.

009 NOTIFICATION OF ONE- AND SIX-YEAR PLAN REVIEW. The Board of Public Roads Classifications and Standards shall provide the State, county, or municipality written notification that the annual review has been accomplished and make such recommendations for change therein as it believes necessary or desirable in order to achieve the orderly development of an integrated system of highways, roads, and streets; but in so doing the Board shall take into account the fact that individual priorities of needs may not lend themselves to immediate integration. The Department and each county and municipality shall give careful and serious consideration to any such recommendations received from the Board and shall not reject them except for substantial or compelling reason in accordance with law.

010 MAPS AND FORMS FOR THE ONE- AND SIX-YEAR PLANS. Maps of the counties, cities, and villages and NBCS Forms 7, 8, 9, 10 and 11 are available from the Liaison Services Section, Department of Roads, PO Box 94759, Lincoln, Nebraska 68509-4759. The maps and forms necessary for the preparation of the One- and Six-Year Plans will be distributed without cost.

011 PUBLIC HEARING REQUIREMENTS

011.01 A legal notice of a public hearing shall be given at least ten days prior thereto by publication in a designated legal newspaper in the county or municipality at least one time stating time and place and purpose of a hearing for the One-Year and Six-Year Plans for the governing body, and a copy of the notice shall be posted in at least three places in the area where it is likely to attract attention and the news media in the area informed that a public hearing will be held.

011.02 A Certification to the Board of Public Roads Classifications and Standards shall include:

1. Approved One- and Six-Year Plans, which shall be on forms prescribed by the Board.
2. The resolution of adoption of the plans, signed by the proper officials.
3. Proof of publication of the legal notice and a statement of the contact that was made with the local media to seek publicity prior to the hearing.
4. Proof of posting in at least three places where it is likely to attract attention.

011.03 A copy of the plans as originally proposed by the governing body, along with a statement of those changes that were made, if any, as a result of the public hearing, is required to be submitted to the Board of Public Roads Classifications and Standards.





Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

012.03 COUNTY EXAMPLE — NBCS FORM 9 WITH INSTRUCTIONS

**Form 9 Summary of Six-Year Plan**

Six-Year Period Ending December 31, 2002 Sheet 1 of 1

COUNTY		CITY		VILLAGE	
PRIORITY NUMBER	PROJECT NUMBER	LENGTH (Nearest Tenth)	UNIT OF MEASURE	ESTIMATED COST (Thousands)	REMARKS
1	C-49(11)	3.0	Mile	60	
2	C-49(13)	1.0	Mile	15	
3	C-49(12)	3.0	Mile	70	
4	C-49(14)	0.5	Mile	45	
5	C-49(15)	2.0	Mile	40	
6	C-49(16)	1.0	Mile	20	

Submit one copy of this form.

The listing of projects shall include all projects proposed for the One-Year Plan and the next five years. Recognizing the need for flexibility because of unforeseen problems which may arise, it is not required that projects be listed in priority order.

If major changes have occurred in the scope of your current Six-Year Plan as compared with your previous Six-Year Plan, enter a statement on NBCS Form 9. "Reasons for major changes in the Six-Year Program are as follows: ....."

Please list all projects that were deleted.

In the event that no projects are included in the Six-Year Plan, write "Maintenance Only."

A computer-generated report may be submitted in lieu of NBCS Form 9 if it reports the required information.

SIGNATURE	TITLE	DATE
John Doe	County Highway Supt.	2-7-97

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

012.04 COUNTY EXAMPLE - NBCS FORM 7 WITH INSTRUCTIONS. A separate Form 7 must be used for each project including Federal Aid participating projects, etc. A computer-generated report may be submitted in lieu of NBCS Form 7 if it reports the required information.

LOCATION DESCRIPTION - Provide a brief description including the legal description of the beginning and the end of the project.

PROPOSED IMPROVEMENT - Type(s) of work proposed. Check item(s) or fill in blank(s) as required. If additional space is required, use reverse side or attach separate sheet.

Design Standard Number - See Title 428, Chapter 2, Section 001, Minimum Design Standards.

Bridges and culverts are required to be sized for One-Year Plan projects. The sizing of the other five years is optional. If the project does not include any bridges or culverts, indicate N/A (not applicable).

ESTIMATED COST - Estimate costs based on current year prices. The Total is required. The breakdown between County, City, State, Federal and Other is optional.

### Form 7 One- And Six-Year Plan Highway or Street Improvement Project

COUNTY: <i>Johnson</i>	CITY:	VILLAGE:
LOCATION DESCRIPTION <i>Begin at the NW Cor., Sec. 23, T6N, R12E, Thence Southerly to the SW Cor., Sec. 35, T6N, R12E. See map Section 012.05.</i>		
EXISTING SURFACE TYPE AND STRUCTURES: (Such as det, gravel, asphalt, concrete, culvert or bridge) <i>Gravel</i>		
AVERAGE DAILY TRAFFIC: <i>19 97 = 20, 20 17 = 40</i>	CLASSIFICATION TYPE: (As shown on Functional Classification Map) <i>Local</i>	
<b>PROPOSED IMPROVEMENT</b>		
Design Standard Number: <i>RL3</i> Surfacing: <i>2"</i> Thickness: <i>20'</i> Width:		
<input checked="" type="checkbox"/> Grading	<input type="checkbox"/> Concrete	<input type="checkbox"/> Right of Way
<input checked="" type="checkbox"/> Aggregate	<input type="checkbox"/> Curb & Gutter	<input type="checkbox"/> Utility Adjustments
<input type="checkbox"/> Armor Coat	<input type="checkbox"/> Drainage Structures	<input checked="" type="checkbox"/> Fencing
<input type="checkbox"/> Asphalt	<input type="checkbox"/> Erosion Control	<input type="checkbox"/> Sidewalks
Bridge To Remain In Place: _____ Roadway Width _____ Length _____ Type _____		
New Bridge: _____ Roadway Width _____ Length _____ Type _____		
Box Culvert: _____ Span _____ Rise _____ Length _____ Type _____		
Culvert: <i>24"</i> Diameter <i>36'</i> Length <i>CMP</i> Type _____		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A Bridges and Culverts Sized <input type="checkbox"/> Hydraulic Analysis Pending		
Other Construction Features: _____		
ESTIMATED COST (In Thousands) * OPTIONAL	* COUNTY	* CITY
	* STATE	* FEDERAL
	* OTHER	TOTAL
		<i>60</i>
Project Length = <i>3.0 Mile</i> (Nearest Tenth) (State Unit of Measure)		
PROJECT NO. <i>C-49(11)</i> See Section 015		
SIGNATURE: <i>John Doe</i>	TITLE: <i>County Highway Supt.</i>	DATE: <i>2-7-97</i>

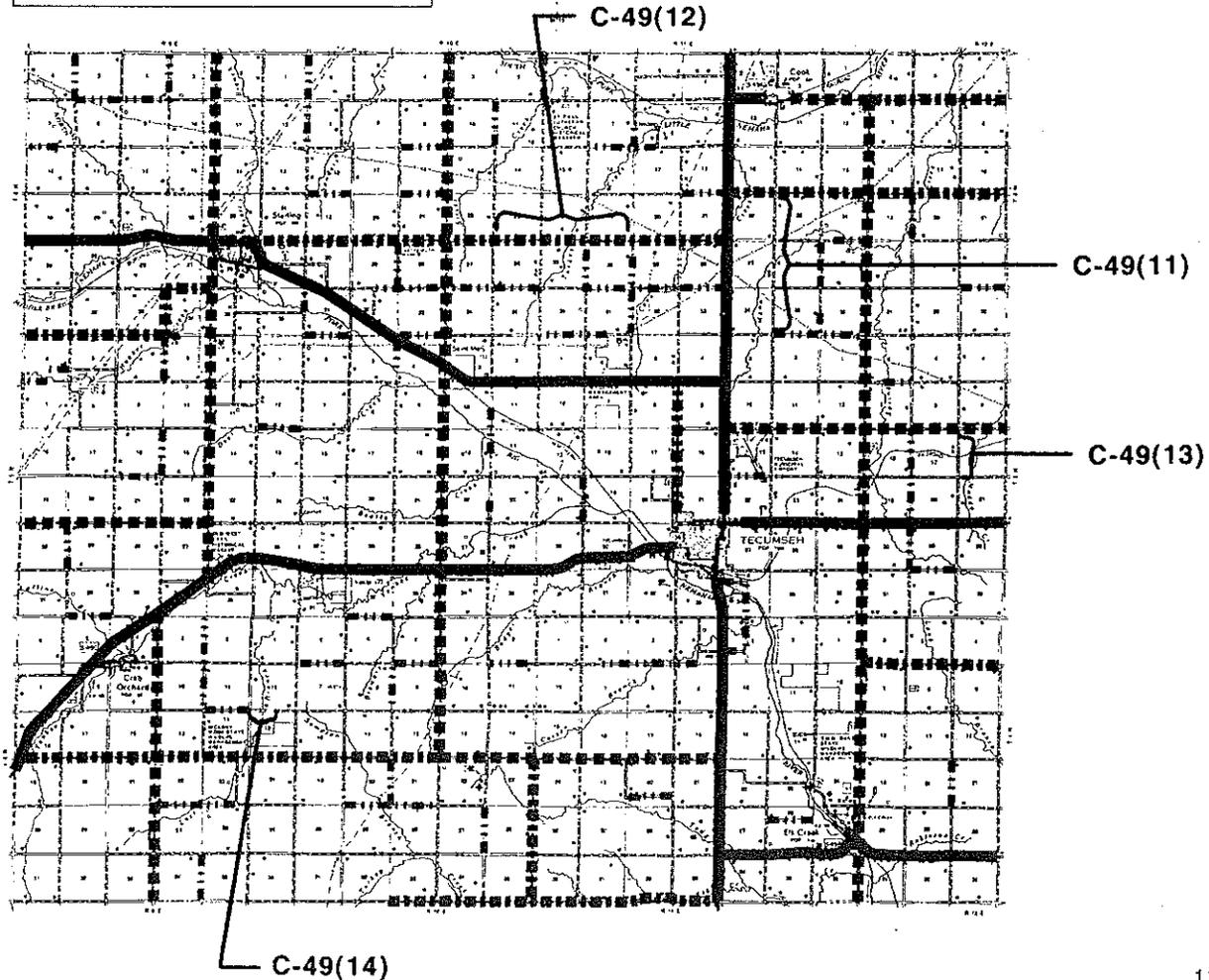
Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

012.05 COUNTY EXAMPLE - ONE- AND SIX-YEAR PLAN MAP(S) AND INSTRUCTIONS. One map may be submitted for both the One- and Six-Year Plan, if annotated or color coded to differentiate between those projects in the One-Year and Six-Year Plan. See Section 013.05. Annotate on map whether it is for the One-Year Plan, Six-Year Plan, or the One- and Six-Year Plan. A computer-generated map may be used if it reports the required information.

LEGEND	
STATE FUNCTIONAL CLASSIFICATION:	
EXPRESSWAY.....	
MAJOR ARTERIAL.....	
OTHER ARTERIAL.....	
COLLECTOR.....	
MINIMUM MAINTENANCE.....	

**JOHNSON COUNTY**  
**ONE-YEAR**  
**PLAN**



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Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

013 NBCS FORM (11) (8) (9) (7) AND MAP(S) (MUNICIPAL)

013.01 MUNICIPAL EXAMPLE - NBCS FORM 11 WITH INSTRUCTIONS

### Form 11 Report of Previous Year Highway or Street Improvement

Year Ending December 31, 1996 Sheet 1 of 1

COUNTY:		CITY: <u>Wakefield</u>			VILLAGE:	
PROJECT NUMBER	LENGTH <small>(Nearest Tenth)</small>	UNIT OF MEASURE	PROJECTED COST <small>(Thousands)</small>	CONTRACT PROJECT	OWN FORCES	DATE COMPLETED <small>(Actual or Estimated)</small>
<i>M-608(9)</i>	<i>.3</i>	<i>Mile</i>	<i>32</i>	<i>X</i>		<i>Sept. 96</i>
<i>M-608(10)</i>	<i>.3</i>	<i>Mile</i>				<i>Deleted Public Protest</i>
<i>M-608(11)</i>	<i>.4</i>	<i>Mile</i>				<i>Delayed to 1 Yr. Lack of Funds</i>
<i>M-608(15)</i>	<i>100</i>	<i>Meters</i>	<i>25</i>	<i>X</i>		<i>Est. June 97</i>
<p><b>Submit one copy of this form. List all projects in the same order as listed on the previous One-Year Plan (NBCS Form 8). Then list the disposition of that project such as: Date Completed, Delayed, Deleted, etc.</b></p> <p><b>Use a "√" or "X" to indicate Contract Project, Own Forces or both.</b></p> <p><b>Projected Cost is an estimate of the final total cost and is subject to change.</b></p> <p><b>In the event that your program consisted of maintenance only, write "Maintenance Only."</b></p> <p><b>In the event that you relinquished your Highway Allocation funds to the County, write "..... % funds relinquished to ..... County."</b></p> <p><b>A computer-generated report may be submitted in lieu of NBCS Form 11 if it reports the required information.</b></p>						
SIGNATURE: <i>John Doe</i>		TITLE: <i>City Street Supt.</i>			DATE: <i>2-7-97</i>	

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

013.02 MUNICIPAL EXAMPLE — NBCS FORM 8 WITH INSTRUCTIONS

**Form 8 Summary of One-Year Plan**

Year Ending December 31, 1997 Sheet 1 of 1

COUNTY:		CITY: <u>Wakefield</u>		VILLAGE:	
PRIORITY NUMBER	PROJECT NUMBER	LENGTH <i>(Nearest Tenth)</i>	UNIT OF MEASURE	ESTIMATED COST <i>(Thousands)</i>	REMARKS
<u>1</u>	<u>M-608(11)</u>	<u>.4</u>	<u>Mile</u>	<u>30</u>	
<u>2</u>	<u>M-608(14)</u>	<u>100</u>	<u>Meters</u>	<u>12</u>	
<p><b>Submit one copy of this form. List projects in your priority order using the number "1" for the first priority project, the number "2" for the second priority project, etc.</b></p> <p><b>In the event that no projects are included in the One-Year Plan, write "Maintenance Only."</b></p> <p><b>In the event of relinquishment of Highway Allocation funds by a municipality to the county, enter a statement on NBCS Form 8. "Funds relinquished to ..... County for the reporting year(s).</b></p> <p style="padding-left: 40px;">19..... dollars          19..... dollars          19..... dollars</p> <p><b>39-2519 Neb. Rev. Stat. requires the municipality certify to the State Treasurer annually the amount of relinquishment.</b></p> <p><b>A computer-generated report may be submitted in lieu of NBCS Form 8 if it reports the required information.</b></p>					
SIGNATURE: <u>John Doe</u>		TITLE: <u>City Street Supt.</u>		DATE: <u>2-7-97</u>	

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

013.03 MUNICIPAL EXAMPLE — NBCS FORM 9 WITH INSTRUCTIONS

**Form 9 Summary of Six-Year Plan**

Six-Year Period Ending December 31, 2002 Sheet 1 of 1

COUNTY		CITY: <i>Wakefield</i>		VILLAGE	
PRIORITY NUMBER	PROJECT NUMBER	LENGTH <i>(Nearest Tenth)</i>	UNIT OF MEASURE	ESTIMATED COST <i>(Thousands)</i>	REMARKS
1	<i>M-608(11)</i>	<i>.4</i>	<i>Mile</i>	<i>30</i>	
2	<i>M-608(14)</i>	<i>100</i>	<i>Meters</i>	<i>12</i>	
3	<i>M-608(12)</i>	<i>.2</i>	<i>Mile</i>	<i>21</i>	
4	<i>M-608(13)</i>	<i>330</i>	<i>Feet</i>	<i>6</i>	
<p>Submit one copy of this form. The listing of projects shall include all projects proposed for the One-Year Plan and the next five years. Recognizing the need for flexibility because of unforeseen problems which may arise, it is not required that projects be listed in priority order.</p> <p>If major changes have occurred in the scope of your current Six-Year Plan as compared with your previous Six-Year Plan, enter a statement on NBCS Form 9. "Reasons for major changes in the Six-Year Program are as follows: ....."</p> <p>Please list all projects that were deleted.</p> <p>In the event that no projects are included in the Six-Year Plan, write "Maintenance Only."</p> <p>Municipalities that are accumulating and investing funds, enter a statement on NBCS Form 9. "Funds are being accumulated and invested for a period not to exceed four years so as to provide funds for the following street improvement projects. Project No. .... , Year to be Built ....., Funds Invested \$ ....."</p> <p>A computer-generated report may be submitted in lieu of NBCS Form 9 if it reports the required information.</p>					
SIGNATURE: <i>John Doe</i>		TITLE: <i>City Street Supt.</i>		DATE: <i>2-7-97</i>	

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

013.04 MUNICIPAL EXAMPLE - NBCS FORM 7 WITH INSTRUCTIONS. A separate Form 7 must be used for each project including Federal Aid participating projects, etc. A computer-generated report may be submitted in lieu of NBCS Form 7 if it reports the required information.

LOCATION DESCRIPTION - Provide the location of the beginning and end of the project referenced to named or numbered streets.

PROPOSED IMPROVEMENT - Type(s) of work proposed. Check item(s) or fill in blank(s) as required. If additional space is required, use reverse side or attach separate sheet.

Bridges and culverts are required to be sized for One-Year Plan projects. The sizing of the other five years is optional. If the project does not include any bridges or culverts, indicate N/A (not applicable).

ESTIMATED COST - Estimate costs based on current year prices. The Total is required. The breakdown between County, City, State, Federal and Other is optional.

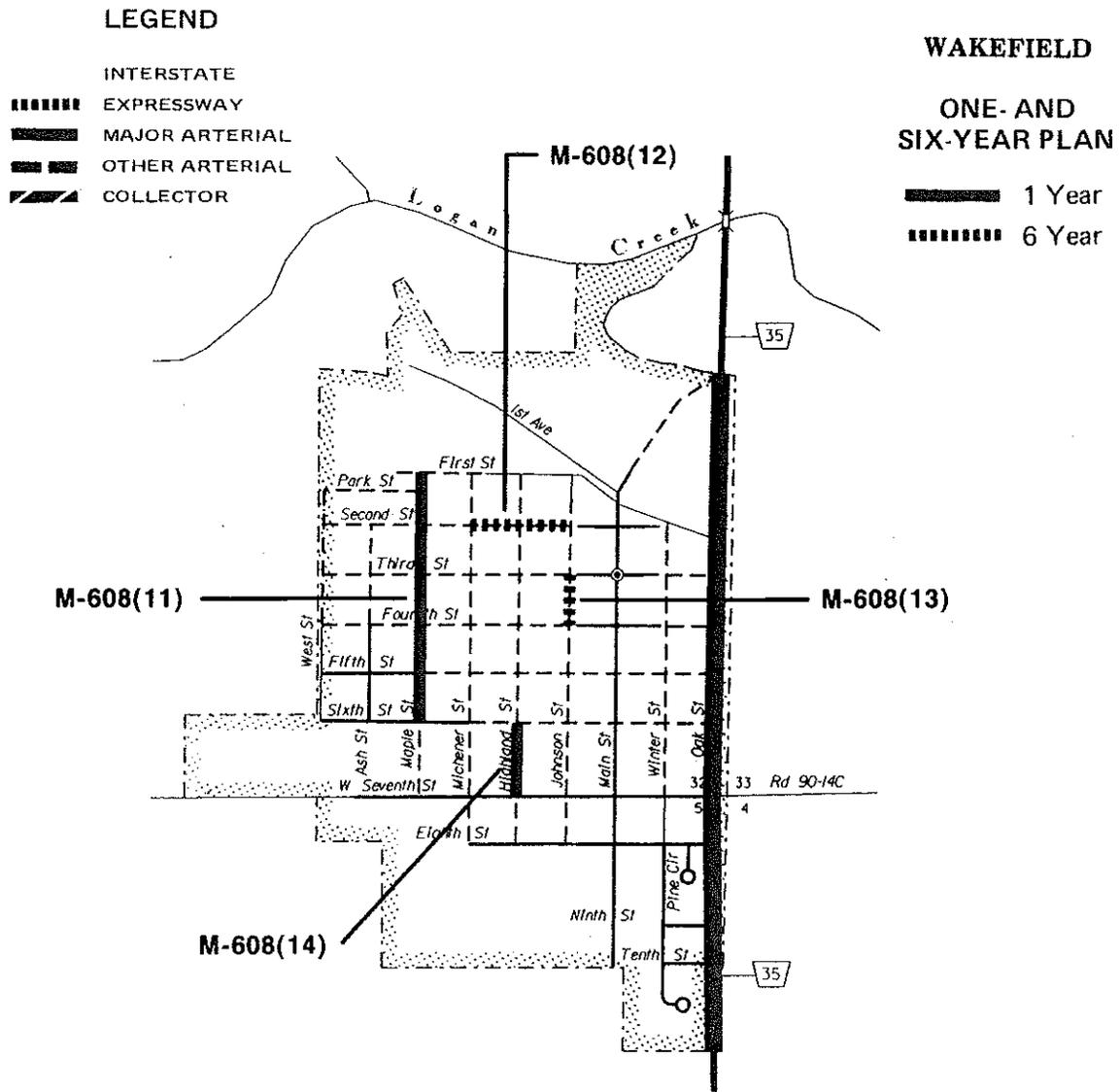
### Form 7 One- And Six-Year Plan Highway or Street Improvement Project

COUNTY:	CITY: <i>Wakefield</i>	VILLAGE:
LOCATION DESCRIPTION: <i>Maple Street from 1st Street to 6th Street.</i> <i>See map Section 013.05.</i>		
EXISTING SURFACE TYPE AND STRUCTURES: (Such as dirt, gravel, asphalt, concrete, culvert or bridge) <i>Gravel</i>		
AVERAGE DAILY TRAFFIC: <i>19 97 = 20, 20 17 = 350</i>		CLASSIFICATION TYPE: (As shown on Functional Classification Map) <i>Local</i>
<b>PROPOSED IMPROVEMENT</b>		
Design Standard Number: <i>Municipal</i> Surfacing: <i>4"</i> Thickness <i>24'</i> Width		
<input checked="" type="checkbox"/> Grading <input type="checkbox"/> Concrete <input type="checkbox"/> Right of Way <input type="checkbox"/> Lighting <input type="checkbox"/> Aggregate <input type="checkbox"/> Curb & Gutter <input type="checkbox"/> Utility Adjustments <input type="checkbox"/> Armor Coat <input type="checkbox"/> Drainage Structures <input type="checkbox"/> Fencing <input checked="" type="checkbox"/> Asphalt <input type="checkbox"/> Erosion Control <input type="checkbox"/> Sidewalks		
Bridge To Remain In Place: ..... Roadway Width ..... Length ..... Type ..... New Bridge: ..... Roadway Width ..... Length ..... Type ..... Box Culvert: ..... Span ..... Rise ..... Length ..... Type ..... Culvert: ..... Diameter ..... Length ..... Type ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A   Bridges and Culverts Sized <input type="checkbox"/> Hydraulic Analysis Pending		
Other Construction Features: .....		
ESTIMATED COST (In Thousands) * OPTIONAL	* COUNTY	* CITY
		* STATE
		* FEDERAL
		* OTHER
		TOTAL
		30
Project Length = <i>0.4 Mile</i> See Section 002 (Nearest Tenth) (State Unit of Measure)		PROJECT NO <i>M-608(11)</i> See Section 015
SIGNATURE <i>John Doe</i>	TITLE <i>City Street Supt.</i>	DATE <i>2-7-97</i>

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

013.05 MUNICIPAL EXAMPLE - ONE- AND SIX-YEAR PLAN MAP(S) AND INSTRUCTIONS. One map may be submitted for both the One- and Six-Year Plan, if annotated or color coded to differentiate between those projects in the One-Year and Six-Year Plan. Annotate on map whether it is for the One-Year Plan, Six-Year Plan, or the One- and Six-Year Plan. A separate map for the One-Year Plan may be submitted. See Section 012.05. A computer-generated map may be used if it reports the required information.



Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 3 - Instruction Manual for Annual Reporting of One- and Six-Year Plans (Continued)

014 NBCS FORM 10 NOTIFICATION OF REVISION OF ONE-YEAR PLAN.

014.01 INSTRUCTION FOR REVISION OF ONE-YEAR PLAN. To add or change a One-Year Plan project, the following documentation must be submitted to the Board of Public Roads Classifications and Standards, P.O. Box 94759, Lincoln, Nebraska 68509-4759.

1. NBCS Form 10.
2. Copy of Resolution of Adoption, signed by proper officials.
3. A map showing the location of the new or revised project.

Bridges and culverts are required to be sized. If the project does not include bridges and culverts, indicate N/A (Not Applicable).

The NBCS Form 10 is to be submitted **prior to** the adding of a project to the present One-Year Plan or revising a project in the One-Year plan.

Proposed change to projects included in the Six-Year Plan but not included in the One-Year Plan should be accomplished at the time of annual filing. (No NBCS Form 10 required).

A computer-generated NBCS Form 10 and map may be used if it reports the required information.



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015 PROJECT NUMBERING. Assign project identification number in accordance with the consecutive numbering system of the County, City or Village.

The prefix "C" will be used for counties and the prefix "M" for all municipalities. The county or municipality numbers are shown in Section 016. Thus, Project C-46(1) would be the first project from Hooker County, while M-197(10) would be the tenth project from Chadron.

Stage construction projects may be identified using a letter after the unit number. Stage Construction is defined as: The construction of a road in parts, at time intervals over a period of years.

Example:

Project Identification C-46(1)A used for the grading of the project.

Project Identification C-46(1)B used for the surfacing of the project at a later time.

Once a project number has been used it shall not be reused for another project even if the original project is indefinitely postponed, unless no money has been expended on that project.

016 GOVERNMENTAL UNIT NUMBERS

County	County	County	County	City or Village
1 Adams	30 Fillmore	59 McPherson	88 Valley	121 Ashland
2 Antelope	31 Franklin	60 Madison	89 Washington	122 Ashton
3 Arthur	32 Frontier	61 Merrick	90 Wayne	123 Atkinson
4 Banner	33 Furnas	62 Morrill	91 Webster	124 Atlanta
5 Blaine	34 Gage	63 Nance	99 Wheeler	125 Auburn
6 Boone	35 Garden	64 Nemaha	93 York	126 Aurora
7 Box Butte	36 Garfield	65 Nuckolls	99 State of Nebr.	127 Avoca
8 Boyd	37 Gosper	66 Otoe		128 Axtell
9 Brown	38 Grant	67 Pawnee	<b>City or Village</b>	129 Ayr
10 Buffalo	39 Greeley	68 Perkins	101 Abie	130 Bancroft
11 Burt	40 Hall	69 Phelps	102 Adams	131 Barada
12 Butler	41 Hamilton	70 Pierce	103 Ainsworth	132 Barneston
13 Cass	42 Harlan	71 Platte	104 Albion	133 Bartlett
14 Cedar	43 Hayes	72 Polk	105 Alda	134 Bartley
15 Chase	44 Hitchcock	73 Red Willow	106 Alexandria	135 Bassett
16 Cherry	45 Holt	74 Richardson	107 Allen	136 Battle Creek
17 Cheyenne	46 Hooker	75 Rock	108 Alliance	137 Bayard
18 Clay	47 Howard	76 Saline	109 Alma	138 Bazile Mills
19 Colfax	48 Jefferson	77 Sarpy	110 Alvo	139 Beatrice
20 Cuming	49 Johnson	78 Saunders	111 Amherst	140 Beaver City
21 Custer	50 Kearney	79 Scotts Bluff	112	141 Beaver Crossing
22 Dakota	51 Keith	80 Seward	113 Anoka	142 Bee
23 Dawes	52 Keya Paha	81 Sheridan	114 Anselmo	143 Beemer
24 Dawson	53 Kimball	82 Sherman	115 Ansley	144 Belden
25 Deuel	54 Knox	83 Sioux	116 Arapahoe	145 Belgrade
26 Dixon	55 Lancaster	84 Stanton	117 Arcadia	146 Bellevue
27 Dodge	56 Lincoln	85 Thayer	118 Arlington	147 Bellwood
28 Douglas	57 Logan	86 Thomas	119 Arnold	148 Belvidere
29 Dundy	58 Loup	87 Thurston	120 Arthur	149 Benedict

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City or Village	City or Village	City or Village	City or Village	City or Village
150 Benkelman	200 Chappell	250 Dodge	300 Gering	350 Hoskins
151 Bennet	201 Chester	251 Doniphan	301 Gibbon	351 Howells
152 Bennington	202 Clarks	252 Dorchester	302 Gilead	352 Hubbard
153 Bertrand	203 Clarkson	253 Douglas	303 Giltner	353 Hubbell
154 Berwyn	204 Clatonia	254 DuBois	304 Glenvil	354 Humboldt
155 Big Springs	205 Clay Center	255 Dunbar	305 Goehner	355 Humphrey
156 Bladen	206 Clearwater	256 Duncan	306 Gordon	356 Huntley
157 Blair	207 Clinton	257 Dunning	307 Gothenburg	357 Hyannis
158 Bloomfield	208 Cody	258 Dwight	308 Grafton	358 Imperial
159 Bloomington	209 Coleridge	259 Eagle	309 Grafton	359 Indianola
160 Blue Hill	210 Colon	260 Eddyville	310 Grand Island	360 Inglewood
161 Blue Springs	211 Columbus	261 Edgar	311 Grant	361 Inman
162 Boelus	212 Comstock	262 Edison	312 Greeley	362 Ithaca
163 Boys Town	213 Concord	263 Elba	313 Greenwood	363 Jackson
164 Bradshaw	214 Cook	264 Elgin	314 Gresham	364 Jansen
165 Brady	215 Cordova	265 Elk Creek	315 Gretna	365 Johnson
166 Brainard	216 Cornlea	266 Elkhorn	316 Gross	366 Johnstown
167 Brewster	217 Cortland	267 Elm Creek	317 Guide Rock	367 Julian
168 Bridgeport	218 Cotesfield	268 Elmwood	318 Gurley	368 Juniata
169 Bristow	219 Cowles	269 Elsie	319 Hadar	369 Kearney
170 Broadwater	220 Cozad	270 Elwood	320 Haigler	370 Kenesaw
171 Brock	221 Crab Orchard	271 Elyria	321 Hallam	371 Kennard
172 Broken Bow	222 Craig	272 Emerson	322 Halsey	372 Kilgore
173 Brownville	223 Crawford	273 Emmet	323 Hamlet	373 Kimball
174 Brule	224 Creighton	274 Endicott	324 Hampton	374 Lamar
175 Bruning	225 Creston	275 Ericson	325 Harbine	375 Laurel
176 Bruno	226 Crete	276 Eustis	326 Hardy	376 La Vista
177 Brunswick	227 Crofton	277 Ewing	327 Harrison	377 Lawrence
178 Burchard	228 Crookston	278 Exeter	328 Hartington	378 Lebanon
179 Burr	229 Culbertson	279 Fairbury	329 Harvard	379 Leigh
180 Burton	230 Curtis	280 Fairfield	330 Hastings	380 Leshara
181 Burwell	231 Cushing	281 Fairmont	331 Hay Springs	381 Lowell
182 Bushnell	232 Dakota City	282 Falls City	332 Hayes Center	382 Lewiston
183 Butte	233 Dalton	283 Farnam	333 Hazard	383 Lexington
184 Byron	234 Danbury	284 Farwell	334 Heartwell	384 Liberty
185 Cairo	235 Dannebrog	285 Filley	335 Hebron	385 Lincoln
186 Callaway	236 Davenport	286 Firth	336 Hemingford	386 Lindsay
187 Cambridge	237 Davey	287 Fordyce	337 Henderson	387 Linwood
188 Campbell	238 David City	288 Fort Calhoun	338 Hendley	388 Litchfield
189 Carleton	239 Dawson	289 Foster	339 Henry	389 Lodgepole
190 Carroll	240 Daykin	290 Franklin	340 Herman	390 Long Pine
191 Cedar Bluffs	241 Decatur	291 Fremont	341 Hershey	391 Loomis
192 Cedar Creek	242 Denton	292 Friend	342 Hickman	392 Lorton
193 Cedar Rapids	243 Deshler	293 Fullerton	343 Hildreth	393 Louisville
194 Center	244 Deweese	294 Funk	344 Holbrook	394 Loup City
195 Central City	245 DeWitt	295 Gandy	345 Holdrege	395 Lushton
196 Ceresco	246 Dickens	296 Garland	346 Holstein	396 Lyman
197 Chadron	247 Diller	297 Garrison	347 Homer	397 Lynch
198 Chambers	248 Dix	298 Geneva	348 Hooper	398 Lyons
199 Chapman	249 Dixon	299 Genoa	349 Hordville	399 McCook

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City or Village	City or Village	City or Village	City or Village	City or Village
400 McCool Junction	448 Nickerson	496 Pleasant Dale	544 Shubert	592 Uehling
401 McGrew	449 Niobrara	497 Pleasanton	545 Sidney	593 Ulysses
402 McLean	450 Nora	498 Plymouth	546 Silver Creek	594 Unadilla
403 Madison	451 Norfolk	499 Polk	547 Smithfield	595 Union
404 Madrid	452 Norman	500 Ponca	548 Snyder	596 Upland
405 Magnet	453 North Bend	501	549 South Bend	597 Utica
406 Malcolm	454 North Loup	502 Potter	550 South Sioux City	598 Valentine
407 Malmo	455 North Platte	503 Prague	551 Spalding	599 Valley
408 Manley	456 Oak	504 Preston	552 Spencer	600 Valparaiso
409 Marquette	457 Oakdale	505 Primrose	553 Sprague	601 Venango
410 <del>Marsland</del>	458 Oakland	506 Prosser	554 Springfield	602 Verdel
411 Martinsburg	459 Obert	507 Ragan	555 Springview	603 Verdigre
412 Maskell	460 Oconto	508 Ralston	556 Stamford	604 Verdon
413 Mason City	461 Octavia	509 Randolph	557 Stanton	605 Virginia
414 Maxwell	462 Odell	510 Ravenna	558 Staplehurst	606 Waco
415 Maywood	463 Ogallala	511 Raymond	559 Stapleton	607 Wahoo
416 Mead	464 Ohiowa	512 Red Cloud	560 Steele City	608 Wakefield
417 Meadow Grove	465 Omaha	513 Republican City	561 Steinauer	609 Wallace
418 Melbeta	466 O'Neill	514 Reynolds	562 Stella	610 Walthill
419 Memphis	467 Ong	515 Richland	563 Sterling	611 Washington
420 Merna	468 Orchard	516 Rising City	564 Stockham	612 Waterbury
421 Merriman	469 Ord	517 Riverdale	565 Stockville	613 Waterloo
422 Milford	470 Orleans	518 Riverton	566 Strang	614 Wauneta
423	471 Osceola	519 Roca	567 Stratton	615 Wausa
424 Miller	472 Oshkosh	520 Rockville	568 Stromsburg	616 Waverly
425 Milligan	473 Osmond	521 Rogers	569 Stuart	617 Wayne
426 Minatare	474 Otoe	522 Rosalie	570 Sumner	618 Weeping Water
427 Minden	475 Overton	523 Roseland	571 Superior	619 Wellfleet
428 Mitchell	476 Oxford	524 Royal	572 Surprise	620 West Point
429 Monowi	477 Page	525 Rulo	573 Sutherland	621 Western
430 Monroe	478 Palisade	526 Rushville	574 Sutton	622 Weston
431 Moorefield	479 Palmer	527 Ruskin	575 Swanton	623 Whitney
432 Morrill	480 Palmyra	528 St. Edward	576 Syracuse	624 Wilber
433 Morse Bluff	481 Panama	529 St. Helena	577 Table Rock	625 Wilcox
434 Mullen	482	530 St. Paul	578 Talmage	626 Wilsonville
435 Murdock	483 Papillion	531 Salem	579 <del>Tamora</del>	627 Winnebago
436 Murray	484 Pawnee City	532 Sargent	580 Tarnov	628 Winnetoon
437 Naper	485 Paxton	533 Saronville	581 Taylor	629 Winside
438 Naponee	486 Pender	534 Schuyler	582 Tecumseh	630 Winslow
439 Nebraska City	487 Peru	535 Scotia	583 Tekamah	631 Wisner
440 Nehawka	488 Petersburg	536 Scottsbluff	584 Terrytown	632 Wolbach
441 Neligh	489 Phillips	537 Scribner	585 Thayer	633 Wood Lake
442 Nelson	490 Pickrell	538 Seneca	586 Thedford	634 Wood River
443 Nemaha	491 Pierce	539 Seward	587 Thurston	635 Wymore
444 Nenzel	492 Pilger	540 Shelby	588 Tilden	636 Wynot
445 Newcastle	493 Plainview	541 Shelton	589 Tobias	637 York
446 Newman Grove	494 Platte Center	542 Shickley	590 Trenton	638 Yutan
447 Newport	495 Plattsmouth	543 Sholes	591 Trumbull	639 Santee