



Roadway Access Control (RAC) Policy for the Albuquerque Metropolitan Planning Area with Inventory of Roadway Access Limitations

Adopted: August 25, 2005 under Resolution R-05-09 MTB
Major Revision: June 21, 2019 under Resolution R-19-04 MTB

The "latest revision" date on Attachment 1, the *Inventory of Roadway Access Limitation*, refers to the date of the most recent access modification approved by the Transportation Coordinating Committee (TCC) in accordance with this policy. Attachment 1 is part of this policy.

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Roadway Access Control Policy

I. Purpose and Intent

A. The following policy of the Mid-Region Metropolitan Planning Organization (MRMPO) a division of the Mid-Region Council of Governments, which is the designated Metropolitan Planning Organization (MPO) for the Albuquerque Metropolitan Planning Area (AMPA) is established.

B. It shall be the policy of the all jurisdictions within the Albuquerque Metropolitan Planning Area to control vehicular access along the selected roadways or sections of roadways identified in the *Inventory of Roadway Access Limitations* (Attachment 1) in a way to preserve reasonable property access, maintain a reasonable traffic flow and level of service, preserve the safety of motorists, pedestrians, bicyclists, and transit users, and allow for economic development and the safe and efficient movement of people and goods.

C. This policy shall address requests to modify this policy and modify access conditions noted in the *Inventory of Roadway Access Limitations* on current and future Limited Access Roadways in the AMPA.

II. Adjacent Land Use Coordination

A. It is intended that the state, tribal, and local governments which have jurisdiction over the adjacent land and/or affected facility will coordinate access to lands along that facility. It is further intended that, for those facilities under the jurisdiction of the State of New Mexico, the responsible local or tribal government shall coordinate the proposed actions with the New Mexico Department of Transportation. In either case, it is expected that the government with jurisdiction over adjacent land will notify all affected property owners of record as to the nature of the limitations proposed and of the process by which the policy will be maintained or modified.

III. Roadway Access Control Coordination

A. Any jurisdiction granting access or modifying existing access on a non-access-controlled roadway within one-half ($\frac{1}{2}$) mile of its intersection with any roadway listed in this policy shall notify the jurisdiction controlling the access-controlled roadway and coordinate the access modification.

B. Any jurisdiction installing or modifying existing traffic control devices on a non-access-controlled roadway within one-half ($\frac{1}{2}$) mile of its intersection with any roadway listed in this policy shall notify the jurisdiction controlling the access-controlled roadway and coordinate the traffic control revision.

C. Any jurisdiction installing or modifying existing traffic control devices at an intersection on an access-controlled roadway listed in this policy shall notify

the jurisdiction controlling the other roadway at the intersection and coordinate the traffic control revision.

IV. Roadway Access Control Committee (RACC)

A. The Roadway Access Control Committee (RACC) shall be composed of traffic engineers representing the NMDOT, the City of Albuquerque, the City of Rio Rancho, Bernalillo County, Valencia County (which may be represented collectively with other Valencia County jurisdictions), and staff traffic engineers from any other MPO member agency wishing to participate. A member agency or group of agencies, may designate a consultant to represent their interests. (Any such consultant must abstain from any decision-making actions on an access modification project if the consultant has been hired by the developer proposing the subject project.) Each agency shall have one vote.

B. A MRMPO staff member shall be designated as the RACC staff coordinator and shall facilitate the RACC but shall have no vote. The coordinator shall be the recipient of notifications of appointments of RACC members, the recipient of modification requests, schedule and organize the RACC meetings, and report on the activities of the RACC to the TCC (and MTB if requested).

C. All matters brought before the RACC are for the purpose of providing analyses and recommendations to the TCC and shall not be construed to have any decision-making authority.

D. Matters brought before the RACC shall strive to have any recommendations on the matter agreed upon by consensus of its voting membership. If consensus cannot be achieved or is not practical, the RACC shall present to the TCC for their consideration and deliberation, a summarization of the matter, reasons and rationale supporting all viewpoints and alternatives studied.

1. "Consensus" shall be defined as all voting members in attendance being in favor of, abstaining, or not opposing, a recommendation or motion.

D. Meetings of this subcommittee shall generally be conducted with informal discussions, presentations, and debate. At the discretion of the staff coordinator, the *MRCOG Rules of Procedure* may be implemented.

E. This subcommittee shall meet, as needed but not more often than monthly, at a time and location established by the staff coordinator, and meetings may be called at the direction of the TCC or MTB Chairperson.

V. Roadway Access Control Policy – Modification Procedures

A. Access stated in this policy and listed in the *Inventory of Roadway Access Limitations* shall be considered allowable and does not require review by the RACC. This does not prevent the agency with jurisdiction of the roadway to

require traffic studies, plans, or analyses to be undertaken prior to the agency's granting of access or request a review by the RACC.

B. All requests to modify access from the limitations noted on the *Inventory of Roadway Access Limitations* will be considered by the Transportation Coordinating Committee (TCC), which is the technical advisory committee for the Metropolitan Transportation Board (MTB). In the event a request is denied by the TCC, the Sponsor may appeal the decision of the TCC to the MTB.

1. Access modification requests will be reviewed no more often than monthly by the Metropolitan Planning Organization.
2. **Sponsor** - All requests to modify roadway access from the limitations noted on the *Inventory of Roadway Access Limitations* must be sponsored by a member agency of the MPO (Sponsor) and have the concurrence of the agency with jurisdiction of the roadway.
3. **Modification Request Notice** - A request to modify access from the limitations noted on the *Inventory of Roadway Access Limitations* shall be initiated by sending a written *Roadway Access Modification Request* by a Sponsor to request an access modification to the Executive Director of the MRMPO (Executive Director), directed to the RACC Coordinator. The *Roadway Access Modification Request* shall include the information listed in section VIII.
4. **Data Submission** - The *Roadway Access Modification Request* submitted by a Sponsor must have the concurrence of the agency with jurisdiction of the roadway in order to request the access modification. If the member agency requires a Traffic Impact Assessment (TIA) or Traffic Impact Study (TIS) as part of the site plan submittal, *Roadway Access Modification Request* shall be accompanied by six (6) copies of the TIA/TIS as well as any other information that will aid in analyzing the request. This information will be used to determine the scope of the access justification analysis needed to render an effective decision regarding the access modification request. The RACC can require additional analyses on a case-by-case basis (e.g. weaving analysis and queuing analysis).
5. **RACC Recommendation** - The RACC will review the *Roadway Access Modification Request* and supporting documentation and make a written recommendation to approve or deny the access modification to the TCC in accordance with section IV.
6. **Non-Agreement** - If there is a dispute regarding the RACC recommendations, the Sponsor may, at the sole cost of the Sponsor, request an independent review of the analysis. The independent review services will be provided through MRCOG. The request for an independent review shall be made in writing and filed with the chair of the TCC within fifteen (15) days after the date of the RACC's written recommendation to the TCC. If the Sponsor fails to file a written request for an independent review with the TCC within the fifteen-day period, the Sponsor shall be conclusively deemed to have waived its

right to request an independent review. If a request for an independent review has been timely filed with the TCC, the TCC shall not act on the Roadway Access Modification Request until the independent review has been delivered to the TCC.

7. **TCC Decision** - The MPO staff must receive the written recommendation of the RACC no less than one (1) week prior to the regularly-scheduled meeting of the TCC in order for the Roadway Access Modification Request to be placed on the TCC agenda. Once the recommendation is received, the MPO staff will notify the Sponsor of the date and time of the TCC meeting. The TCC shall approve or deny the Roadway Access Modification at the meeting and shall state its decision in a written notice of decision which shall be sent to the Sponsor.
8. **Appeal of TCC Decision** - A Sponsor may appeal the decision of the TCC to deny the Roadway Access Modification Request within fifteen (15) days after the date of the written notice of decision of the TCC by filing a written notice of appeal with the Chairperson of the MTB and the RACC staff coordinator. If the Sponsor fails to file a notice of appeal within the fifteen-day period, the Sponsor shall be conclusively deemed to have waived its right of appeal and shall be bound by the decision of the TCC.
9. **Public Posting** - Upon granting a Roadway Access Modification, MPO staff shall record the modification in the *Inventory of Roadway Access Limitations* and shall maintain the most recent version of this policy with the inventory so that they are publicly accessible.

VI. Revisions to this Policy

- A. The RACC may recommend revisions to this policy.
- B. Any revisions to this policy shall be recommended by the TCC for approval by the MTB.
- C. Access modifications altering the access listed in the *Inventory of Roadway Access Limitations* shall be approved by the TCC with appeal to the MTB as noted in section V-B-8.

VII. General Information on Access Granted

- A. **Access management** on any roadway, regardless of whether the approval process was directly by the agency or by the TCC through the RACC, is managed solely by the agency having jurisdiction of the roadway and associated rights-of-way.
 1. **Changes in Access Due to Land Use Changes or Traffic/Safety Conditions** – Access granted does not necessarily constitute a permanent approval of access layout, ingress and egress, or roadway

access location. Once an agency approves access or the layout and/or traffic pattern of such access, the agency having jurisdiction of the roadway may require modifications to such access at a future date in order to manage traffic and safety matters.

B. Roads Under NMDOT Jurisdiction - Roads Under the jurisdiction of the New Mexico Department of Transportation (NMDOT) are managed by the department utilizing various laws, regulations, and other documents and procedures in order to manage traffic in a safe and efficient manner and to assure compliance with federal and state laws and regulations, and to maintain eligibility of the roadways to continue to receive federal-aid funds.

1. **NMDOT Access Management** - For roadways under the jurisdiction of the New Mexico Department of Transportation, NMDOT utilizes the State Access Management Manual (SAMM) as may be revised, New Mexico Administrative Code (NMAC) criteria, and other pertinent documents to guide the granting of access. Contact NMDOT regarding roadway access; RAC committee review and TCC pre-approval is not required. Access allowed may be stricter than the SAMM stipulates.
2. **Previous RAC Allowed Access on NMDOT Roadways** - Some NMDOT roadways in the past, had access managed by RAC policies and other documents, therefore, existing access locations under pre-2019 RAC policies are considered allowable under current (2019) conditions. In the future, NMDOT will follow their internal procedures (see section VII-A and VII-B-1, above).

C. Roads Under Other Jurisdictions - Roads Under the jurisdiction of local, tribal, or federal agencies are managed by those agencies utilizing various laws, regulations, ordinances, council resolutions, and other documents and procedures in order to manage traffic in a safe and efficient manner and to assure compliance with federal, state, and local or tribal laws and regulations, and to maintain eligibility of the roadways to continue to receive federal-aid funds.

1. **Access Management of Roadways on Attachment 1** - For roadways under the jurisdiction of other agencies and which are listed in the *Inventory of Roadway Access Limitations* (Attachment 1), the agency shall assure that access allowed conforms to this policy.
2. **Previous RAC Allowed Access on Certain Listed Roadways** - Some roadways noted in the *Inventory of Roadway Access Limitations* and which are under non-NMDOT jurisdiction, have in the past, had access managed by RAC policies and other documents, therefore, existing access locations under pre-2019 RAC policies are considered allowable under current (2019) conditions. In the future, each jurisdiction will follow their internal procedures for managing access on those sections of the roadways listed. (see section VII-A above).

VIII. Information Required for a Roadway Access Modification Request

ITEM	INFORMATION REQUIRED
GENERAL INFORMATION	
Date	Date form is submitted to MPO
Sponsoring Agency	MPO member agency requesting the change
Contact Name/Phone/Email	Name/Phone/Email of sponsoring agency staff person
Applicant Name/Phone/Email	Name/Phone/Email of applicant performing the LOS analysis for the sponsoring agency
MODIFICATION INFORMATION	
Facility	Name of the Limited Access Facility for which change is being requested
Location of Change	Location between intersections identified in current access policies
Current Policy for Facility and Location	Statement of what the current policy is for the subject facility and location
Nature of the Change	Specific change requested; i.e. additional Right-In/Right-Out/Left-In
Reason for the Change	Sponsor/Applicant must provide a detailed explanation of why compliance with the current access policy for the subject facility presents an undue hardship.
IDENTIFICATION OF ANALYSIS INPUTS	
Implementation Year	Year identified as the full build-out for the site
Forecast Year	Forecast year must be the horizon year identified in the current Metropolitan Transportation Plan
Trip Generation for Proposed Development	Trip generation estimates must be based on the most recent Trip Generation Manual published by the Institute of Transportation Engineers (ITE); estimates must use the average rate for weekday with peak hour with highest number of trips
Days/Peak Hours Analyzed	Identify the days/peak hours used in the analysis
Trip Generation Numbers	Number of peak-hour trips generated by the development
Level of Analysis Required	This item must comply with the scoping requirements of the RACC and must include documentation of compliance
Additional assumptions/inputs used in the analysis	Statement of any additional assumptions/inputs used in Trip Generation and/or LOS analysis

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ANALYSIS RESULTS

The analysis results submitted by the applicant must be consistent with the scope established by the Roadway Access Control Committee. At a minimum, the applicant must:

- Analyze both the Build and the No-Build scenarios in the Implementation Year (effects with and without the requested access change(s))
- Analyze both the Build and the No-Build scenarios in the Forecast Year (effects with and without the requested access change(s))

MRMPO will provide peak-hour link volumes for the Base Year and Horizon Year from the current Metropolitan Transportation Plan to the applicant.

The applicant will be required to conduct analyses as defined by the RACC using the MRMPO/MRCOG data. The applicant must use the most recent data available to complete the analysis. It will be the applicant's responsibility to conduct traffic counts as needed and to derive any peak-hour turning movements that may be required to complete the analysis. Traffic counts conducted by the applicant must conform with the newest version of the New Mexico State Traffic Monitoring Standards.

ATTACHMENTS

Map(s):

General location with current access

Analysis area (as defined by the RAC)

Site plan with requested access

Other

Other:

Any additional documentation that will assist the Roadway Access Control Committee or Transportation Coordinating Committee to decide the case.

Refer to the *Inventory of Roadway Access Limitations* (Attachment 1) for a listing approved access locations and access modifications approved by the TCC under various TCC resolutions.