

August 11, 2005

Mr. Lyndo Tippet
Secretary
North Carolina Department of Transportation
1 S. Wilmington Street, Suite 154
Raleigh, NC 27611

Dear Mr. Tippet:

The Special Committee on U.S. Route Numbering is changing the way it will process applications. At its meeting in May 2005, USRN proposed to have meetings by conference call, however, while changing the application process the committee will continue to accept applications until a new application form is established.

Since, the committee is in the process of revising the U.S. Route Numbering application it asks that you postpone submitting applications until the new application has been reviewed and approved. However, if your member department has an urgent need to process a U.S. Route Number, Interstate Number or U.S. Bike Route, please proceed by using the old form. A checklist is provided to insure that you have provided all information needed by AASHTO.

Once again, applications may be submitted for urgent revisions, additions, or deletions at any time. All policy statements, application form and checklist can be found at the [US Route Numbering website](#) – [References](#). Please send your applications to this office electronically, if possible, for review by the committee – send to mvitale@aaashto.org. A date of review will be determined and then a ballot for SCOH approval will be processed.

We appreciate your attention and patience in this change in procedure.

Sincerely,

John Horsley
Executive Director

Enclosures

cc Members of the Special Committee on Route Numbering

JH:MV:mv