Local Highway Inventory (LHI)
The Local Highway Inventory (LHI) is an annually updated list drawn from the RIS database of more than 96,000 miles of public roadways owned or maintained by non-state local governments, including cities, towns, villages, and counties in New York State.
Its primary purpose is to provide and catalog road identification, administrative, and physical roadway data that are used for a variety of public, planning, funding, and legislative purposes at both state and federal levels.
## Local Highway Inventory

### LHI by the Numbers:

<table>
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<tr>
<th>Region</th>
<th>Municipalities</th>
<th>CL Miles</th>
<th>Percentage</th>
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<td>R11</td>
<td>5 Counties = NYC</td>
<td>5,713</td>
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**2018 Data**
- Does not reflect dissolved villages.
- Region 11 does not update LHI in the same process.
The Local Highway Inventory forms an integral part of New York State’s annual data submissions to the Federal Highway Administration (FHWA), primarily certified public road mileage and the Highway Performance Monitoring System (HPMS).

Used as input to Consolidated Local Street and Highway Improvement Program (CHIPS) funding distribution formulas.
Highway Law, Article 5, Section 102
Powers and Duties of County Superintendents

7. Report to the department of transportation annually...in relation to the highways and bridges in his county, containing such matter and in such form as may be prescribed by the department of transportation...
Highway Law, Article 7, Section 140
Powers and Duties of Town Superintendents

12. As often as the department of transportation shall direct, the town … shall measure all town highways … report in triplicate on forms…furnished by the department of transportation, the total mileage of all town highways…
Local Highway Inventory

Process

• Print & distribute listings to Regions
  • Usually follows our HPMS submittal in June

• Regions distribute to counties & municipalities
  • Regions are more up to date on contact information for municipalities and functions performed (Does the county take care of the LHI?)
Local Highway Inventory

**Process**

- Counties and municipalities update and return to Regions
- Regions review
  - Accuracy
  - Process Documents Included
- Main Office review
  - Validates
  - Edits RIS Data
  - Builds routes in GIS
## New York State Department of Transportation
### Local Roads Listing

**Municipality:** Village of Westhampton Beach  
**County:** Suffolk  
**NYSDOT Region:** 10  
**Geocode:** 1531  

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**Centerline Miles Total:** 25.25  
**Lane-Miles Total:** 51.95

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Local Highway Inventory

**Process**

- **Main Office/Regional Review**
  - We take great care in trying to make sure municipalities are getting the correct mileage for all eligible roadways. All LHI submissions are thoroughly investigated.

- **Feed back to the Municipalities**
  - Questions on submissions are generated during the review process
  - Final review is through the receipt of the following years LHI submission
This road was submitted in 2017 with a number of other roads. We were assured by the municipality that they were all open! This is the beginning of the road, not the end.
In this example the mileage for CR 61 was increased by .12 miles. Looking at our length in GIS seems pretty straightforward – 2.12 miles. After reviewing a county map, this small stub was noticed. But why would this be part of CR 61? Additional research that included the construction plans for I 87 revealed that CR 61 originally traversed the area that is now I 87 but was removed for the highway.
Local Highway Inventory

Eligible Roadways

For inclusion on the LHI, roads must meet the following criteria:

- Travel lane mileage is dedicated to motorized through traffic
- The roadway is full open to the public without restrictions except during scheduled periods for maintenance, special events, extreme weather or emergency conditions
- A county or local government accepts full legal liability and maintenance responsibility
- Easily passable by a standard car
Ineligible Roadways

Roadway types ineligible for CHIPS funding and therefore excluded from the LHI are:

- Private roads
- Closed or abandoned roads
- Paper streets
- Restricted public roads (e.g. “Closed at Dusk” or “No Trespassing” etc.)
- Roadways providing access exclusively to employee-restricted or time-restricted municipal facilities (e.g. offices, municipal garages, transfer stations, landfills, water towers, etc.)
Submission Requirements

Complete the Annual Certification of Local Highway Mileage
- Complete Center Line and Lane Mile Calculations
- Denote “No Changes”, “Minor Changes” or “Mileage Changes”
- Have responsible official sign and enter their title
- Enter name, phone number, and e-mail address of person to contact for questions
- Return **Originals** to Region/MO
Local Highway Inventory

Submission Requirements

Resolutions – The purpose of a resolution is to formally acknowledge a local government’s “acceptance” of a road as a public road. It is that formal acceptance that makes a road eligible for the LHI.

A resolution that simply states that a road should be on the inventory is not acceptable. Stating that NYSDOT incorrectly removed the road from the LHI and this resolution is to get it back on the LHI is also no good.
Local Highway Inventory

Resolutions

• Required to:
  • Accept new roads
  • Add old roads not in inventory
  • Accept more than minor length changes
  • Abandon a roadway
  • Transfer a roadway
Local Highway Inventory

**Resolutions**

- Must include local governing body (Town Board) acceptance of all legal, maintenance & repair responsibility for the roadway
- Must include an indication that the resolution has been voted upon and passed
- Must mention each road specifically (may do so in an official attachment to the resolution)
Local Highway Inventory

**Resolutions**

- May issue a new resolution for an old road
- Original resolutions when the roads were first accepted are not necessary
- Deeds do not replace resolutions. Deeds establish ownership of real property (i.e. right-of-way), but do not designate the roadway as a public road nor do they constitute a formal acceptance of the road as a public road
Local Highway Inventory

Submission Requirements
Maps - Don’t have to be fancy, just helpful
Local Highway Inventory

Submission Requirements
New and Extended Road Template

- Similar Data Items as Submission Forms
  - Geo-code – Found on the submission forms, unique for each municipality.
  - DOT ID – Leave blank for new roads. Use for roadway extensions or abandonments.
- **Submit Resolution** for all Roadways on the template
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<thead>
<tr>
<th>County</th>
<th>Municipality Name &amp; Type (city, town, village)</th>
<th>Geocode (digits – see upper right on Road Listings)</th>
</tr>
</thead>
</table>

### DOT ID # 1

**Road or Street Name (max. 20 characters):**

**From [Start of section at west or south end, max. 15 characters]:**

**To [End of section at west or south end, max. 15 characters]:**

<table>
<thead>
<tr>
<th>Start mile point</th>
<th>End mile point</th>
<th>Section Length</th>
<th>Number of Lanes</th>
<th>One Way Y/N</th>
<th>Divided Hwy Y/N</th>
<th>Pavement Type</th>
<th>Median Type</th>
<th>Width in Feet</th>
</tr>
</thead>
</table>

### DOT ID # 2

**Road or Street Name (max. 20 characters):**

**From [Start of section at west or south end, max. 15 characters]:**

**To [End of section at east or north end, max. 15 characters]:**

<table>
<thead>
<tr>
<th>Start mile point</th>
<th>End mile point</th>
<th>Section Length</th>
<th>Number of Lanes</th>
<th>One Way Y/N</th>
<th>Divided Hwy Y/N</th>
<th>Pavement Type</th>
<th>Median Type</th>
<th>Width in Feet</th>
</tr>
</thead>
</table>

### DOT ID # 3

**Road or Street Name (max. 20 characters):**

**From [Start of section at west or south end, max. 15 characters]:**

**To [End of section at east or north end, max. 15 characters]:**

<table>
<thead>
<tr>
<th>Start mile point</th>
<th>End mile point</th>
<th>Section Length</th>
<th>Number of Lanes</th>
<th>One Way Y/N</th>
<th>Divided Hwy Y/N</th>
<th>Pavement Type</th>
<th>Median Type</th>
<th>Width in Feet</th>
</tr>
</thead>
</table>

**North East Bound or Bound:**

Primary direction of the road (circle one)

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Department of Transportation

**NEW YORK STATE**
Local Highway Inventory

Submission Definitions

• DOTID
  • The DOT ID or NYSDOT Road ID is a system-generated, 6-digit Department of Transportation identification number assigned to each roadway in New York State. Under this classification system, roadways consist of assembled segment data. Each section of continuous roadway is assigned the same DOT ID as a unique and constant reference number, regardless of formal or informal naming or numbering changes along the route.
Submission Definitions

• Start of Section/End of Section
  • A roadway section in the LHI is defined as an entire or constituent length of roadway corresponding to a single DOT ID. For the purposes of the LHI, it is useful to provide verbal descriptions of the physical start and end points of these measured sections. These points are generally defined by significant changes in the physical or administrative characteristics of the roadway, typically at intersections or political boundaries.
Submission Definitions

• Length

• Length represents the linear measurement of a roadway segment, expressed as the difference between the beginning and ending *Milepoint* values. All roadway segments in the Local Highway Inventory are measured to the nearest hundredth of a statute mile.

*Length shown in submission is not to be confused with the overall length of the roadway*
Submission Definitions

• Length

• Length represents the linear measurement of a roadway segment, expressed as the difference between the beginning and ending Milepoint* values. All roadway segments in the Local Highway Inventory are measured to the nearest hundredth of a statute mile.

*Length shown in submission is not to be confused with the overall length of the roadway
Since the local roads project back in 2014 we’ve been telling you that we will be using GIS Ortho imagery to produce a length for the roadway.

What happens when there is none? We try to give you a length as submitted and then correct as the imagery comes in.

We recognize that ortho takes longer to receive than roadways take to build.

2018 had about 90 additions to the LHI without Ortho.
Local Highway Inventory
Local Highway Inventory

Submission Definitions

• Start of Section/End of Section

Five segments of roadway make up the whole of Stevens Lane from 0.0 to 0.51 miles
Local Highway Inventory

[Map image showing distances marked on a local highway network.]
Possible Changes in the way lengths have been for years in the LHI.

Minor Arterials – Named East 3rd Street in the City of Mount Vernon becomes Boulevard West in the Town of Pelham. Treated as 2 GIS ID.

Why not make it one and get rid of the admirative break?
Town of Pelham is used to seeing Boulevard West start at MP 0.0 on their LHI, they may start seeing it start at 5.62.

Either way, the length attributed to the town is still the same. Still need to have discussions on this. May script it to still show up as 0, but that then leads to knowing all the variations of when to show 0 and when not to.
Submission Definitions

No. of Lanes (Number of Lanes)

- A travel lane is defined as part of a roadway designated for use by a single line of vehicles. The Local Highway Inventory counts the total number of travel lanes for all eligible roadways, including both directions of divided highways.

- Total lane numbers are essential in the calculation of total roadway mileage for CHIPS and other state and federal highway funding, safety, and maintenance programs.

- The minimum width to be considered a two-lane road is 16 feet.
Local Highway Inventory

Submission Definitions

• No. of Lanes (Number of Lanes)
  • Lanes Excluded from the LHI
    • Truck Climbing Lanes
    • Toll Collection Lanes
    • Parking Lanes
    • Acceleration/Deceleration Lanes
    • Weaving Lanes
    • Turning Lanes
    • Continuous Center Turn Lanes
  • All other lanes prohibited from LHI inclusion
Local Highway Inventory

Submission Definitions

• Administrative Data
  • Func Class (Functional Class)
  • Class or group of roads to which a facility belongs, according to the degree of access and mobility offered, as defined by the Federal Highway Administration
Don’t get confused about Functional Class

The LHI includes roads from all Functional Classes – Remember LHI is determined by ownership and maintenance

<table>
<thead>
<tr>
<th>Description</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Urban Principal Arterial - Interstate</td>
<td>11</td>
</tr>
<tr>
<td>Rural Principal Arterial - Interstate</td>
<td>01</td>
</tr>
<tr>
<td>Urban Principal Arterial - Other Freeway/Expressway</td>
<td>12</td>
</tr>
<tr>
<td>Rural Principal Arterial – Other Freeway/Expressway</td>
<td>02</td>
</tr>
<tr>
<td>Urban Principal Arterial - Other</td>
<td>14</td>
</tr>
<tr>
<td>Urban Minor Arterial</td>
<td>16</td>
</tr>
<tr>
<td>Rural Principal Arterial – Other</td>
<td>04</td>
</tr>
<tr>
<td>Rural Minor Arterial</td>
<td>06</td>
</tr>
<tr>
<td>Urban Collector/ Major Collector</td>
<td>17</td>
</tr>
<tr>
<td>Urban Minor Collector</td>
<td>18</td>
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<tr>
<td>Rural Major Collector</td>
<td>07</td>
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<tr>
<td>Rural Minor Collector ³</td>
<td>08</td>
</tr>
<tr>
<td>Rural Local ³</td>
<td>09</td>
</tr>
<tr>
<td>Urban Local ³</td>
<td>19</td>
</tr>
</tbody>
</table>
Local Highway Inventory

Submission Definitions

• Administrative Data
  • Functional Classification and NHS designation can not be changed through the LHI process
  • Provided for informational knowledge into the roadways use and importance
Local Highway Inventory

Time Frame

• Last year’s July distribution went well, so we will look to repeat that this year.
• The HDSB accepts LHI submissions on a continuous basis. However, to ensure that updates are processed in time to receive CHIPS funding they must be received by December 15.
Local Highway Inventory

Do we start taking a proactive approach?

If we are going to be “required” to report some of these roads for ARNOLD should we build them during some type of annual review?
Local Highway Inventory

Aerial view screams of "open to the public" roadway
Fowler Lane is old school city planning with frontage on the main road and garage access from the back ally.

Persimmon is a "new" road with construction still possible. Has the city "accepted" it yet?

We have a submission rate of about 90% state wide.

But some muni's are ghosts to our office. One of the capital district cities has not returned an LHI since 2013.
Why did my LHI change when no changes were submitted?

Answer: Selected data reviews occur year-round at the NYSDOT Main Office Highway Data Services Bureau (HDSB). Internal Databases and mapping are updated to reflect reported changes. Updated ortho imagery becomes available that wasn’t available during the initial review.
There have been inaccuracies in my LHI for years, why haven’t you corrected them?

Answer: NYSDOT strives to maintain the LHI as an accurate and complete public depository of local roads data. Maintaining an up-to-date and accurate inventory of such a vast system requires extensive coordination and cooperation. We need your input!
Common Questions

Is the LHI a legal document or an indicator of road ownership?

Answer: No, it is not. The LHI is a listing of roads in response to a requirement under State Highway Law for the purpose of implementing CHIPS. While it does imply ownership (or maintenance responsibility) of a road by a particular jurisdiction, the LHI is not a survey, title or other legal rights document. However, it is often used in legal proceedings.
Common Questions

See notes on the next page.
To illustrate the point, here is a road that was submitted back in December. This road appears to be a driveway for a lodge/café located at the end. It is entirely on private property (no ROW) and only provides access to a private business. Given these circumstances the road was rejected.

This prompted the Highway Superintendent to notify the property owner and the town board that he would no longer be maintaining the road because this was a “DOT ruling.”

This represents a misunderstanding of the legal status of the LHI. Removing this road from the LHI simply means it doesn’t meet our definition of a public road and is therefore not eligible for CHIPS funding. This fact has no bearing on the legal status of this road. As it turns out…

Garnet Hill Road last appeared in the LHI for the Town of Johnsburg in 1999 at a length of 0.43 miles. In 2000 it appears that Garnett Hill Road was renamed in the inventory to Big Shanty Road. During the NYSDOT Local Roads Project, all roadways appearing to be on private property were removed from all municipalities LHI’s. This meant the 0.43 miles of Big Shanty Road was removed from the inventory. In December 2015 the Town of Johnsburg passed resolution 150-15 to add Big Shanty Road back into the inventory. Big Shanty Road was added back into the LHI at its actual length of 0.23 miles and has appeared this way for the past three years. This is where the 0.2 miles was no longer accounted for in the LHI as it did not have a roadway assigned to it. This investigation has concluded that Big Shanty Road and Garnet Hill Road account for the original 0.43 miles that had historically been in the LHI and that Garnet Hill Road will be added back into the LHI at the requested 0.16 miles.
Common Questions

How do I remove a road from the LHI?
Answer: Discontinued or abandoned roads are removed from the LHI with a resolution. A road can also be removed if its status has changed (e.g. no longer passable by a standard four-wheel passenger car, access restrictions have been put in place, etc.).

This road had been closed for a number of years, but never reported to us. Once discovered it was removed. We also remove disputed roads.
LHI Resources

Local Highway Inventory Manual

Regional Representative

MO Representative

Copies of the Local Highway Inventory listings
(pdf and/or excel formats)

www.dot.ny.gov/highway-data-services

Past LHI files are available on the P drive at:
P:\Office of Engineering\Technical Services\Highway Data Services Bureau\Annual Data Files\Highway Inventories - 1981 to present

Cornell Local Roads Program

www.clrp.cornell.edu