

Web HUTF Edits Roadway Segments by File Upload Requirements

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Requirements

In order to use this function, you will need to have Microsoft Excel version 2007 or newer. When using the **Download Roadway Inventory** link, the application will present an Excel (.xlsx) file on your web browser. You may be prompted to save the file. The file is safe to save and it is recommended that you do so – making sure to remember the location of where the file was saved. The application additionally saves a copy of your jurisdiction’s roadway inventory in the **Upload / Download Data** section of WebHUT that can be accessed anytime you are logged onto the system.

Using Excel you will edit your jurisdiction’s roadway inventory. At this time the tool only supports certain attribute changes. Adding, deleting, annexing, removing annexes, combining, splitting, and renaming roadway segments is currently not supported with this function. Also, it is not necessary to edit each item in your inventory. You may 1) choose to remove segment rows (NOT columns) that do not have changes from your file; or, 2) leave them untouched (they will be skipped when uploading changes back to the system). All existing WebHUT validation rules apply (see the Validations section below for a complete listing). Do not change the order or rename the columns on the worksheet. When finished with your edits, you may want to save the file with a different name for easier retrieval (be sure to keep the Excel (.xlsx) format, however).

FIPS

FIPS is required and read-only. It should not be changed.

ROUTE

ROUTE is required and read-only. It should not be changed.

SEGMENT PREFIX

SEGMENT PREFIX is not required. However, if it is giving the value must be one of the following:

- **N** – North
- **S** – South
- **E** – East
- **W** – West

ROUTE NAME

ROUTE NAME is required and must be 1 to 30 characters long. ROUTE NAME is read-only and cannot be changed by city jurisdictions.

SEGMENT ID

SEGMENT ID is required and read-only. It should not be changed.

FROM FEATURE

FROM FEATURE is required and must be between 1 and 30 characters long.



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SEGMENT DIRECTION

SEGMENT DIRECTION is not required. However, if it's supplied it must be one of the following values:

- **N** – North
- **S** – South
- **E** – East
- **W** – West
- **NW** – Northwest
- **SW** – Southwest
- **NE** – Northeast
- **SE** – Southeast

TO FEATURE

TO FEATURE is required and must be between 1 and 30 characters long.

FOREST ROUTE

FOREST ROUTE is not required. However, if it's supplied it cannot exceed 10 characters in length.

LENGTH

LENGTH is required and must be a numeric value of .001 to 30. LENGTH cannot have more than 7 characters.

SURFACE TYPE

SURFACE TYPE is required and must be one of the numeric values below.

- **0** – (0) No Data
- **1** – (1) Asphalt
- **2** – (2) Asphalt over Concrete
- **3** – (3) Concrete
- **4** – (4) Concrete over Asphalt
- **11** – (11) Other
- **13** – (13) Primitive
- **14** – (14) Unimproved
- **15** – (15) Graded & Drained
- **16** – (16) Soil, Gravel, or Stone

If the ADMINISTRATIVE CLASS is 9, SURFACE TYPE must be 13.

If the SURFACE TYPE is 0 (zero), the ADMINISTRATIVE CLASS must be 4.

SURFACE CONDITION

SURFACE CONDITION is required and must be one of the values below:

- **G** – Good
- **F** – Fair
- **P** – Poor

SURFACE WIDTH

SURFACE WIDTH is required and must be a non-decimal value between 1 and 200 feet.

THROUGH LANE QUANTITY

THROUGH LANE QUANTITY is required. This field must be a non-decimal value between 1 and 99. It additionally must be less than the SURFACE WIDTH.

THROUGH LANE WIDTH

THROUGH LANE WIDTH is required. This field must be a non-decimal value between 1 and 999.

OPERATION

OPERATION is required and must be one of the numeric values below:

- **1** – One-Way
- **2** – Two-Way

OVERLAY THICK

OVERLAY THICK is not required. However, if it's given the value must be a decimal value between 0 and 100 inches.

INSPECTION YEAR

INSPECTION YEAR is not required. However, if it's given the value must be between 1952 and the 2015.

PROJECT YEAR

PROJECT YEAR is not required. However, if it's given the value must be between 1952 and the 2015.

BUILT YEAR

BUILT YEAR is not required. However, if it's given the value must be between 1952 and the 2015.

ADMINISTRATIVE CLASS

ADMINISTRATIVE CLASS is required and must be one of the numeric values below:

- **0** – (0) Non-chargable Overlap
- **1** – (1) Arterial Service
- **2** – (2) Local Service

- **4** – (4) Proposed Local Jurisdiction
- **6** – (6) Toll Road
- **8** – (8) Open non-HUTF Eligible
- **9** – (9) Primitive/Non-maintained

ADMINISTRATIVE CLASS cannot be changed from 0 to 1 or 2 – OR – 1 or 2 to 0.

If the SURFACE TYPE is 0 (zero), the ADMINISTRATIVE CLASS must be 4.

JURISDICTIONAL SPLIT

JURISDICTIONAL SPLIT is not required. However, if it's given the value must be one of the numeric values below:

- **0** – (0) None
- **1** – (1) County-County
- **2** – (2) City-County
- **3** – (3) City-City
- **5** – (5) State-State

HOV TYPE

HOV TYPE is required and must be one of the numeric values below:

- **0** – No HOV Lanes
- **1** – 24-Hour Exclusive Lanes
- **2** – Through Lanes used for HOV
- **3** – Shoulder / Parking used for HOV

SEGMENT KEY

SEGMENT KEY is required and read-only. It should not be changed