

Policy  
for  
**Withdrawal of County Roads from County Road Status**

In order for Clatsop County to make optimum use of available road revenues for the maintenance and improvement of its county road system, it is in the interest of the county to withdraw some currently designated county roads from county road status. Since only county roads receive county funded maintenance, this means that the road would be removed from county maintenance. Some designated county roads that are being maintained by the county are serving too few residences and are not serving the general public. The following procedures are established for the purpose of establishing a uniform policy in Clatsop County for the withdrawal of county roads from county road status. If the county withdraws county road status from a county road or portion thereof, the road shall continue to be a public road.

**Initiation:**

The process of withdrawing a county road from county road status may be initiated by Clatsop County when all of the following criteria have been met:

1. The number of residences served by the road or portion of road being withdrawn is less than five per mile or a fractional proration thereof, or, four or less total residences.
2. The average daily traffic, as measured by Clatsop County traffic counting procedures is less than thirty.
3. The road does not serve as a through road or detour route for any road with a functional class designation as a rural collector or greater as defined by ASSHTO Policy on Geometric Design of Highways and Streets.

These criteria parallel the proposed Clatsop County Land and Water Use Ordinances and the Rural Addressing Standards for roads.

**Report:**

The Clatsop County governing body may initiate the process to withdraw a county road outside city limits from county road status, by directing the County Engineer to prepare a report, pursuant to ORS 368.026, which will outline the following:

1. Description of the county road or portion thereof proposed for withdrawal.
2. The names and addresses of the property owners abutting the proposed withdrawal as shown on the Clatsop County tax rolls.
3. The length of the road, and number of residences per mile.
4. The average daily traffic as measured by the Clatsop County traffic counting procedures for county roads.
5. A map showing the location of the proposed withdrawal.

6. A statement as to the reasons for the proposed withdrawal.
7. The effects that withdrawal will have on abutting property owners, including maintenance.

**Notification and Input:**

1. The identified abutting property owners will be notified by mail as soon as practicable once Clatsop County has initiated the process to withdraw the county road from county road status. This notification is in addition to ORS 368.406 below.

**Notification and Public Hearing:**

Pursuant to ORS 368.026, Clatsop County shall fix a date for a hearing with the county governing body on the withdrawal.

Any interested person shall have access to the County Engineer's report not less than 20 days prior to the date of hearing.

Pursuant to ORS 368.406, the Clatsop County Public Works department will notify all property owners abutting the proposed withdrawal by certified mail, return receipt requested, at least 30 days prior to the hearing. Abutting property owners may obtain copies of the Engineer's report at no charge.

At the hearing, the county governing body shall accept the report of the County Engineer and shall accept testimony from persons favoring or objecting to the proposed withdrawal. The county may retain the portion of county road as a county road or may by resolution and order declare county road status withdrawn from all or part of the portion of the road under consideration.

**Status after withdrawal:**

If the County governing body withdraws county road status from a portion of a county road, the road shall continue to be a public road, unless the roadway is further vacated to private ownership as set out in ORS 368.326 to 368.366. The County will waive the road vacation fee in this instance, if the County has instigated the road withdrawal process and the vacation is initiated during the withdrawal process.

**City Transfer:**

Nothing here-in affects the transfer of County Roads within city limits pursuant to ORS 368.062 and ORS 373.270.