

Cherokee County Transportation Committee (CTC) Transportation Project Request Form

Road Name: _____ Date of Request Submittal: _____

Road Number: _____ Number of Dwellings on Road: _____

ROAD CONDITIONS: CIRCLE ONE:

POTHoles	PATCHED POTHoles	CRACKED PAVEMENT	WATER DAMAGE	ALL LISTED
1. Is this road a public way that essentially serves as a drive to a private residence, a business or recreational area? If yes, the road does not qualify for improvement from the CTC.				YES - NO (circle one)
2. If the road is in a subdivision or residential area, are dwellings located on at least 20% of the lots adjacent to the road? If no, the road does not qualify for improvement from the CTC.				YES - NO (circle one)
3. Are there any unusual features known at this time that will need to be addressed during construction that will significantly impact the project's budget? If yes, explain in the COMMENTS below.				YES - NO (circle one)

COMMENTS

Requester's Name (print legibly): _____

Requester's Phone Number (should follow-up questions be needed): _____

INSTRUCTIONS: For citizen requests, please fill out the form to the best of your ability and be sure to include your contact information if any portion of your request is not clear. For any governmental entities, please fill out the form completely.

RETURN COMPLETED FORM TO THE SPARTANBURG COMMUNITY COLLEGE CHEROKEE CAMPUS AT:

**L. Hoke Parris Building
101 Campus Drive
Gaffney, SC 29341**

FOR CTC USE ONLY

APPLICATION NUMBER: _____ DATE RECEIVED: _____ DATE RETURNED: _____

Cherokee County Transportation Committee (CTC)

Transportation Project Request Form Information and Instruction Sheet

The CTC **5 members** are appointed by the Cherokee County Delegation who serve as volunteers for the purpose of improving the transportation system in Cherokee County. This is accomplished by resurfacing or strip patching roads, highways, or streets in Cherokee County, that exists on public right of ways owned by the State, the County, or the Town of Blacksburg, and the City of Gaffney. Funds are provided to the CTC primarily by the State gasoline tax and legislative appropriations. The request form can be completed by officials of the mentioned entities or by any private citizen living in Cherokee County. **No CTC funds can be approved for any road that lies on private property, not adopted by a public entity, or that does not receive a majority approval of the CTC Committee.**

Filling out the request form.

1. **Road Name.** Place the official road name (designated by sign or map) on the line at the top of the form (**Required**). Place the road number on the next line below if known (**Not required**).
2. **Place the date** the request was submitted on the next line over at the top of the page (**Required**). Place the approximate number of dwellings on the next line below if known (not required).
3. **Road Conditions.** From the box on the request form, **circle one or all** the conditions listed in the box that apply to the road conditions.

Box Questions

1. **Question one** asks if your road request is essentially a private drive and has **not been adopted as a public road into the state, county, city, or town transportation system**. A **yes** answer will disqualify the request from CTC consideration.
2. **Question two** ask if the road request is in a subdivision or a residential area where at least 20% of the dwellings are adjacent to the requested road. A **no** answer will disqualify the road from CTC consideration.
3. **Question three** ask if there is any unusual features or significant damage to the requested road that would require extensive repairs (culverts, drainage ditches, shoulder repair, base surface erosion) and any other condition that would require expensive repairs before the road could be resurfaced. If your answer is **yes**, please explain these conditions in the comments below. If **no** your request would be considered by the CTC if the road has not been disqualified by the answers to questions one and two above.

Comments: Add comments concerning a **yes answer to question three above**. Add comments that you believe would help the CTC evaluate the requested road.

Please add your name and phone number on the designated lines near the bottom of the page.

Follow the instructions box and the return box at the bottom of page.

Do not return this sheet with your Request Form