Directions for Completing the Checklist

- This checklist indicates what content should be included on each plan sheet at each submission.
- The checkboxes ☐ indicate that information is required and must be included in the plan submission.
- For each submission, indicate that the required information has been included in the plan submission by placing an "X" in the appropriate checkbox.
- Items may need to be added for some projects and may not be required for others. If the Project Manager determines an item is not required, place a strikethrough line through the item that is not required.
- DelDOT's Project Manager shall review this checklist with the Designer/Consultant at each submission to verify that all necessary information has been included in the plans and shall sign below for each submission to attest to the completeness of the plan submission. (Electronic Signature is Acceptable)

Project Information			
Contract #:		Primavera ID:	
Contract Name:			
Designer:		Project Manager:	

Verification of Submission Completeness		
Submission	**Designer Approval**	**Project Manager Approval**
Survey Plans		
Preliminary Plans		
Semi-Final Plans		
Final Plans		

Technical Submissions				
Note: All submissions are to be delivered to the Project Manager in PDF format.	Survey	Prelim	Semi	Final
Approved Design Control Checklist (**Figure 3-5**)		☐		
Approved Design Criteria Form (**Figure 3-6**)		☐		
Approved Design Exception Request (**Figure 3-4**)		☐		
Bridge Checklist - Precast Concrete Box Culverts	☐	☐	☐	☐
Bridge Checklist - Precast Concrete Arch or Rigid Bridge	☐	☐	☐	☐
Bridge Checklist - Concrete Girder Plans	☐	☐	☐	☐
Bridge Checklist – Steel Girder Plans	☐	☐	☐	☐
Drainage Report (**Draft**)		☐		
Drainage Report (**Final**)			☐	
Utility Conflict Matrix		☐	☐	☐
Geotechnical / Foundation Report (**Draft**)		☐		
Geotechnical / Foundation Report (**Final**)			☐	
Hydrology and Hydraulics Report (**Draft**)		☐		
Hydrology and Hydraulics Report (**Final**)			☐	
Miscellaneous Design Calculations (**Draft**)		☐		
Miscellaneous Design Calculations (**Final**)			☐	
Plan Review Comment & Response Worksheet		☐	☐	☐
Quantity Calculations Report (**Draft**)		☐		
Quantity Calculations Report & Engineer's Estimate (**Final**)			☐	☐
Right-of-Way Plan Submission Checklist			☐	
Legal Description Report in accordance with RW EI-09-002			☐	
Parcel Impact Checklist (by request of Real Estate)			☐	
Special Provisions (**Draft**)			☐	
Special Provisions (**Final**)				☐
Stormwater Management Checklist	☐	☐	☐	☐
Structural Calculations (**Draft**)			☐	
Structural Calculations (**Final**)				☐
Traffic Management Plan (TMP) (**Draft**)			☐	
Traffic Management Plan (TMP) (**Final**)				☐
Type, Size and Location Report – Large Projects Only (**Draft**)	☐			
Type, Size and Location Report – Large Projects Only (**Final**)		☐		

Title				
	Survey	Prelim	Semi	Final
General Location of Contract				
Highlight contract location on statewide map using "General Location of Contract" line work settings included in the DelDOT Menu Bar (Ex: B-Spline leader line to project location, project area circle, etc.)	☐	☐	☐	☐
Central Title Block				
Plan Submission Stamp (Survey, Preliminary, etc.)	☐	☐	☐	☐
Project Title (Obtained from project initiation form)	☐	☐	☐	☐
Contract Number (Obtained from the project initiation form)	☐	☐	☐	☐
Federal Aid Project Number (Obtained from the project initiation form)	☐	☐	☐	☐
County (Obtained from the project initiation form)	☐	☐	☐	☐
Maintenance Road Number including County Code (S, K or N) (Obtained from the project initiation form)	☐	☐	☐	☐
Location Map				
Highlight contract location on detailed map using "Location Map" line work settings included in the DelDOT Menu Bar (Ex: Begin Contract, End Contract, Etc.)	☐	☐	☐	☐
Major Routes and Roadways Labeled	☐	☐	☐	☐
Begin Contract, End Contract and Limit of Contract Identified	☐	☐	☐	☐
North Arrow Displayed	☐	☐	☐	☐
Design Designation				
Functional Class (Obtained from Functional Class Maps)	☐	☐	☐	☐
Type of Construction (Obtained from Road Design Manual)	☐	☐	☐	☐
A.A.D.T. Current (Provided by Planning Section)		☐	☐	☐
A.A.D.T. Projected (Provided by Planning Section)		☐	☐	☐
D.H.V. Projected (Provided by Planning Section)		☐	☐	☐
Design Speed (Obtained from the Road Design Manual)		☐	☐	☐
Truck Percentage (Provided by Planning Section)		☐	☐	☐
Direction of Distribution Percentage (Provided by Planning Section)		☐	☐	☐
Approved Design Exceptions				
Design Parameter (Obtained from Road Design Manual and Contract Files)		☐	☐	☐
Required Value (Obtained from Road Design Manual and Contract Files)		☐	☐	☐
Provided Value (Obtained from Road Design Manual and Contract Files)		☐	☐	☐
Date Design Exception Approved (Obtained from Contract Files)		☐	☐	☐

Title				
	Survey	Prelim	Semi	Final
Associated Contracts				
Contract Number (Obtained from Archives)	☐	☐	☐	☐
Contract Name (Obtained from Archives)	☐	☐	☐	☐
Signature / Seal Blocks				
Prepared / Approved Stamps and Signatures (DelDOT)	Obtained prior to PS&E Submission			
Prepared / Approved Stamps and Signatures (Consultant)	Obtained prior to PS&E Submission			

All Sheets - Except Title Sheet				
	Survey	Prelim	Semi	Final
Title Block				
Scale Bar (If Applicable)	☐	☐	☐	☐
Contract Name	☐	☐	☐	☐
Contract Number	☐	☐	☐	☐
County	☐	☐	☐	☐
Bridge Number or “N/A” if no bridge involved	☐	☐	☐	☐
Designed By (First initial. last name of Designer)	☐	☐	☐	☐
Checked By (First initial. last name of Reviewer)	☐	☐	☐	☐
Sheet Type Label (Obtained from PM-09-001 document)	☐	☐	☐	☐
Sheet Number in numerical order	☐	☐	☐	☐
Section that prepared the sheet (BD, MO, PD, TD, TS or Consultant Abbreviation)	☐	☐	☐	☐
Sheet Identifier for Construction Plans (CP-XX), Grades and Geometrics (GG-XX), and Signing, Striping and Conduit Plans (SS-XX) as per cell SB_B5 (Only added on sheets that can be cross referenced, i.e. CP-01 = GG-01 = SS-01)	☐	☐	☐	☐

Index of Sheets				
	Survey	Prelim	Semi	Final
Index of Sheets Reference Schedule				
Display Index of Sheets schedule in accordance with Index of Sheets Template. For large Construction Plan sets which require several Index of Sheets, show the schedule only on the first sheet of the Index of Sheets.	☐	☐	☐	☐
Sheet Layout (Note: This sheet layout is not required for contracts with fewer than five "Construction Plan" sheets.)				
North Arrow (Upper right corner of sheet)	☐	☐	☐	☐
Mainline Alignment w/ Stationing (Stations run South to North or West to East)	☐	☐	☐	☐
Mainline Road Name Label	☐	☐	☐	☐
Side Street Alignment w/ Stationing (Stations run South to North or West to East)	☐	☐	☐	☐
Side Street Road Name Label	☐	☐	☐	☐
Subdivision Names (If side roads are not prevalent)	☐	☐	☐	☐
Distinguishing Topographical Information including Pavement Edges	☐	☐	☐	☐
"Construction Plan" sheet layout (use rectangles to represent the sheets), with cross reference number identifier labels.	☐	☐	☐	☐

Addenda and Revisions				
	Survey	Prelim	Semi	Final
Addenda and Revision Signature / Seal cell blocks		☐	☐	☐

Legend				
	Survey	Prelim	Semi	Final
Existing Symbols				
Existing symbols should not be altered from their original state.	☐	☐	☐	☐
Additional existing topography feature symbols may be listed in the "Miscellaneous Symbols" section.		☐	☐	☐
Existing utility facilities and the appropriate utility label. (Utility Company Abbreviations)		☐	☐	☐
Proposed Symbols				
Proposed symbols should not be altered from their original state.	☐	☐	☐	☐
Additional proposed topography feature symbols may be listed in the "Miscellaneous Symbols" section.		☐	☐	☐
Proposed utility facilities and the appropriate utility label. (Utility Company Abbreviations)		☐	☐	☐

Notes				
	Survey	Prelim	Semi	Final
General Notes				
"Electronic Project Files" table (Select appropriate option(s))		☐	☐	☐
"Project Files to Contractor" table (Select appropriate option(s))		☐	☐	☐
Project Notes				
Organized by Standard Specification Section (100, 200, 300, etc.). (See "Approved Project Notes" document)		☐	☐	☐
Do not repeat Standard Specifications or Special Provision language.		☐	☐	☐
Earthwork Summary Chart			☐	☐

Typical Sections				
	Survey	Prelim	Semi	Final
Sheet Layout				
Typical Sections arranged by increasing station from bottom of the page to the top of the page.		☐	☐	☐
Typical Normal sections and Typical Superelevated sections are displayed. Separate Typical Sections for transition areas are not necessary.		☐	☐	☐
Existing pavement, physical features and original ground displayed with dashed lines.		☐	☐	☐
Identify existing pavement materials and thicknesses.		☐	☐	☐
Proposed pavement and appurtenances shown with solid lines and shaded. Medium shade value is utilized on all proposed features.		☐	☐	☐
Proposed topsoil shown with solid lines and darker shade value.		☐	☐	☐
Pavement materials, curb and gutter, safety appurtenances, etc. referenced using identifiers.		☐	☐	☐
Thickness of material, where applicable, placed next to identifier.		☐	☐	☐
Minimum and maximum lift thickness table displayed.		☐	☐	☐
Labels and Dimensions				
Construction Baseline		☐	☐	☐
Right-of-Way Baseline		☐	☐	☐
Existing and Proposed Right-of-Way		☐	☐	☐
Existing and Proposed Easements		☐	☐	☐
Proposed Lane, Shoulder, Median, Sidewalk and Path Widths		☐	☐	☐
Pavement Cross Slopes		☐	☐	☐
Sideslope Width and/or Slope		☐	☐	☐
Clear Zone (CZ) or Lateral Offset (LO) note		☐	☐	☐
Limit of Construction (LOC)		☐	☐	☐
Point of Grade Application (PGA)		☐	☐	☐
Ditch Widths, Depths, Slopes and Point of Ditch Grade Application (PDGA)		☐	☐	☐
Guardrail and/or Barrier Offsets		☐	☐	☐
Underdrain Locations		☐	☐	☐
Legend				
Provide descriptions of identifiers used on the Typical Sections.		☐	☐	☐
Use specification item number and name to call out individual materials used.		☐	☐	☐

Horizontal and Vertical Control				
	Survey	Prelim	Semi	Final
Sheet Layout				
North Arrow (Upper right corner of sheet)	☐	☐	☐	☐
Horizontal and Vertical Datum Reference Note (Obtained from HV.Notes.cel library)	☐	☐	☐	☐
Match Line Labels and Stationing	☐	☐	☐	☐
Traverse Points				
Label all traverse points with traverse point number and type. (DelDOT Cap, Capped Rebar, PK Nail, GPS Marker, etc.)	☐	☐	☐	☐
Horizontal / Vertical Control Data Schedule				
All traverse points utilized for the project should be listed in this schedule and include the following pieces of information for each traverse point: Traverse Point Number, Station, Offset, Northing, Easting and Elevation.	☐	☐	☐	☐
Construction Alignment Control Schedule (Do not duplicate point information included in Curve Data Schedule)				
Point of Beginning (POB)	☐	☐	☐	☐
Point of Intersection (PI)	☐	☐	☐	☐
Point of Curvature (PC)	☐	☐	☐	☐
Point of Tangency (PT)	☐	☐	☐	☐
Point of Ending (POE)	☐	☐	☐	☐
Point on Tangent (POT) – On long tangent sections, POT point information is provided in the Construction Alignment Control schedule at intervals of 500 feet. (Point numbers for these POTs shall not be annotated on the graphical alignment.)	☐	☐	☐	☐
Construction & Right-of-Way Baseline				
Mainline Alignment, Stationing and Road Name Label	☐	☐	☐	☐
Baseline Labels (Construction and/or Right-of-Way)	☐	☐	☐	☐
Tangent Bearing(s)	☐	☐	☐	☐
Point of Beginning (POB)	☐	☐	☐	☐
Point(s) of Curvature Stationing and Curve Identification Number(s)	☐	☐	☐	☐
Point(s) of Intersection Stationing and Curve Identification Number(s)	☐	☐	☐	☐
Point(s) of Tangency Stationing and Curve Number Identification Number(s)	☐	☐	☐	☐
Point of Ending (POE)	☐	☐	☐	☐
Side Street Alignment(s), Stationing and Street Name(s)	☐	☐	☐	☐
Tangent Bearing(s)	☐	☐	☐	☐
Station Equation(s) tying Side Street(s) to Mainline Stationing	☐	☐	☐	☐

Horizontal and Vertical Control				
	Survey	Prelim	Semi	Final
Curve Information – Tabular Schedule				
Curve Identification Number	☐	☐	☐	☐
Curve Type (Circular)	☐	☐	☐	☐
Radius	☐	☐	☐	☐
Delta	☐	☐	☐	☐
Degree of Curvature	☐	☐	☐	☐
Curve Length	☐	☐	☐	☐
Tangent Length	☐	☐	☐	☐
Chord Length	☐	☐	☐	☐
Middle Ordinate	☐	☐	☐	☐
External	☐	☐	☐	☐
Chord Bearing	☐	☐	☐	☐

Construction Plans				
	Survey	Prelim	Semi	Final
Sheet Layout				
North Arrow (Upper right corner of sheet)	☐	☐	☐	☐
Match Line Labels and Stationing	☐	☐	☐	☐
Sheet type identifier and number completed	☐	☐	☐	☐
Construction Baseline (Mainline and Side Streets)				
Construction Baseline Layout, Stationing and Label	☐	☐	☐	☐
PC's, PT's and non-curve PI's Stations Labeled	☐	☐	☐	☐
Construction Baseline Road Name Labels	☐	☐	☐	☐
Existing Right-of-Way				
Right-of-Way Baseline Layout, Stationing and Label	☐	☐	☐	☐
Label Existing Right-of-Way lines	☐	☐	☐	☐
Dimension Existing R/W lines from Historic Right-of-Way Baseline	☐	☐	☐	☐
Label, Dimension and Provide Source Existing Easements (PE, Drainage, Sewer, etc.)	☐	☐	☐	☐
Property Information				
Label Property Lines (PL or "Z")	☐	☐	☐	☐
Tax Parcel Identification Number	☐	☐	☐	☐
Parcel Owner Information listed the same as the deed	☐	☐	☐	☐
Deed Record Information / Instrument Number	☐	☐	☐	☐
Blanket Easement Information (Record Number and Easement Owner)	☐	☐	☐	☐
Existing Topography Features				
Rotate existing features to the appropriate orientation (Ex: Alignment or sheet orientation –vs.- Direction sign panel faces.)	☐	☐	☐	☐
Pattern Linear Features (Fences, Woods Lines, Ditches, Guardrail, etc.)	☐	☐	☐	☐
Label Surface Materials (Bituminous, Concrete, Stone, Grass, etc.)	☐	☐	☐	☐
Label Landscape Materials (Woods, Impacted Tree Sizes, Wall Heights, etc.)	☐	☐	☐	☐
Label Drainage Features (Curb Types, Pipe Material & Size, Direction of Flow)	☐	☐	☐	☐
Label Structure Features (1-Story Frame House, Shed, Deck, Porch, Fence, etc.)	☐	☐	☐	☐
Label Utility Features (Owner Information / Number, Materials, ASCE Quality Level, Sizes, etc.)	☐	☐	☐	☐
Label Traffic Features (Poles, Cabinets, Junction Wells, etc.)	☐	☐	☐	☐
Proposed Construction Features				
Pattern Proposed Linear Features (Curb, Guardrail, etc.)		☐	☐	☐

Construction Plans				
	Survey	Prelim	Semi	Final
Display Proposed Cells and Identifiers (DI, JB, MH, Monuments, etc.)		☐	☐	☐
Display Proposed Construction Directive Identifiers (RM/C, A/C, A/O, etc.)		☐	☐	☐
Shade Proposed Pavement		☐	☐	☐
Pavement Width Dimensioned at Transitions and Near Match Lines		☐	☐	☐
Proposed Sawcut Locations (Not covered under project notes)		☐	☐	☐
Proposed Drainage Pipes, Including Flow Arrows		☐	☐	☐
Proposed Stormwater Management Facility Locations with BMP Identifiers		☐	☐	☐
Clear Zone (CZ) Shown/ Lateral Offset (LO) note		☐	☐	☐
Limit of Construction (LOC) Shown		☐	☐	☐
Proposed Construction Schedules				
Schedule data provided at Semi-Final and Final Plan Submission Milestones			☐	☐
Curbs		☐	☐	☐
Roadway Cores		☐	☐	☐
Drainage Inlets		☐	☐	☐
Junction Boxes		☐	☐	☐
Manholes		☐	☐	☐
Pipe		☐	☐	☐
Flared End Sections		☐	☐	☐
Convert to Junction Box		☐	☐	☐
Convert to Manhole		☐	☐	☐
Underdrain Outfall		☐	☐	☐
Guardrail		☐	☐	☐
Barrier		☐	☐	☐
Utility Test Holes			☐	☐
Right-of-Way Monuments		☐	☐	☐
Riprap		☐	☐	☐
Proposed Right-of-Way				
Parcel Identifiers Added to Parcels with Impacts (TCE, PE, RW)		☐	☐	☐
Dimension Proposed RW lines from Proposed Right-of-Way Baseline		☐	☐	☐
Fee Acquisitions and Easements Patterned and Labeled (RW, RW/DA, PE, TCE)		☐	☐	☐

Profiles				
	Survey	Prelim	Semi	Final
Sheet Layout				
Profiles arranged by stacking successive profiles on the sheet with increasing station from bottom of the page to the top of the page.	☐	☐	☐	☐
Vertical Scale Bar (Lower right corner of sheet)	☐	☐	☐	☐
Existing Profile Grade Line (Mainline and Side Roads)				
Baseline Stationing Displayed on Horizontal Axis	☐	☐	☐	☐
Elevations Displayed on the Vertical Axis	☐	☐	☐	☐
Baseline / Road Name Labeled Under Horizontal Axis	☐	☐	☐	☐
Existing Profile Grade Line Displayed (Thin, Dashed Line)	☐	☐	☐	☐
Existing Grade Given at 50' Intervals, to the Left of Station (Vertical Grid)	☐	☐	☐	☐
Existing Drainage System Shown (Thin, Dashed Lines)	☐	☐	☐	☐
Soil Borings Shown (Sample No., Sample Station, Depth and Soil Classification)		☐	☐	☐
Utility Test Holes Shown (TH No., Utility Owner, Size, Station and Offset). (See GO-09-001 for further information)			☐	☐
Proposed Profile Grade Line (Mainline and Side Roads)				
Proposed Profile Grade Line (Heavy, Solid Line)		☐	☐	☐
Proposed Grade Given at 50' Intervals, to the Right of Station (Vertical Grid)		☐	☐	☐
Point of Vertical Curvature (PVC) Station Labeled		☐	☐	☐
Point of Vertical Intersection (PVI) Station Labeled		☐	☐	☐
Point of Vertical Tangent (PVT) Station Labeled		☐	☐	☐
Proposed Vertical Tangent Grade(s) in Percentages		☐	☐	☐
Proposed High Point(s) & Low Points Along Proposed Profile (Station & Elevation)		☐	☐	☐
Annotate Location of Intersecting Side Roads Along Proposed Profile		☐	☐	☐
Proposed Drainage System Shown (Heavy, Solid Line, Shaded). In areas where Complex Drainage Systems are being constructed in close proximity to each other or Utility Lines a separate set of Storm Drain Profiles may be required.			☐	☐
Drainage System Identifiers Displayed (IDs Match Construction Plan IDs)			☐	☐
Vertical Curve Data				
Curve Type (Parabolic – Symmetric or Asymmetric)		☐	☐	☐
Direction (Sag or Crest)		☐	☐	☐
Length of Vertical Curve (L)		☐	☐	☐
Ahead & Back Tangent Grades (G1 and G2)		☐	☐	☐
Stopping Sight Distance (SSD)		☐	☐	☐
K = L/A		☐	☐	☐

Grades and Geometrics				
	Survey	Prelim	Semi	Final
Sheet Layout				
North Arrow (Upper right corner of sheet)			☐	☐
Sheet type identifier and number completed			☐	☐
Grades				
Pavement cross slopes denoted by cross slope percentage and direction arrow given at break points. Break points are denoted by "+" station referenced to construction baseline.			☐	☐
Splined pavement grades around intersecting roadways should be given at 10' intervals along the intersection curves.			☐	☐
In transition areas from normal crown to full superelevation, pavement grades should be given at 25' intervals along pavement break lines, coincident with construction baseline stationing.			☐	☐
Grades should be given at the face of curb of all curbs or at the edge of gutter pans for curb and gutter at 50' intervals, except for superelevation transition sections. In superelevation transition sections, grades shall be given at 25' intervals.			☐	☐
Label all vertical alignment high points (HP) and low points (LP) on the plan sheets.			☐	☐
Grades and offsets for roadside ditches should be given at 50' intervals, coincident to construction baseline stationing where applicable.			☐	☐
Geometrics				
Pavement widths given at all break points, break points are denoted by "+" station referenced to construction baseline. Alternatively, coordinates can be shown at all pavement width and sidewalk break points.			☐	☐
Display radius of all intersection curves and island curves, unless otherwise covered by a note on the plan sheet. (See Model Plans)			☐	☐
Coordinate List Schedule				
Point Number			☐	☐
Construction Baseline Station			☐	☐
Construction Baseline Offset ("+" = right of baseline, "-" = left of baseline)			☐	☐
Northing Coordinate			☐	☐
Easting Coordinate			☐	☐

Stormwater Management Plans				
	Survey	Prelim	Semi	Final
The details and requirements for these sheets can be found on the Stormwater Management Checklist. Please consult that checklist for the most up-to-date information for these sheets.				

Construction Details				
	Survey	Prelim	Semi	Final
Sheet Layout				
Details arranged on sheet within borders for each detail, with maximum of six details per sheet.		☐	☐	☐
Detail Title and Scale displayed at the bottom-center, inside of the border box for the item being detailed (Ex: Special Drainage Inlet, Butt Joint, etc.)		☐	☐	☐
Sufficient views provided within the detail border to allow for construction of item (Plan, Elevation, Section Views, etc.)		☐	☐	☐
Detail Views labeled beneath each view, according to type (Plan, Elevation, Section A-A, etc.)		☐	☐	☐
Detail Views annotated with corresponding scale below the Detail View title (1/16” = 1’, ½” = 1’, NTS, etc.)		☐	☐	☐
Sufficient dimensions provided to allow for construction of the item being detailed.		☐	☐	☐

Bridge Details				
	Survey	Prelim	Semi	Final
The details and requirements for these sheets can be found on the respective “Bridge Design Plan Submission Checklists” listed below. Please consult these checklists for the most up-to-date information for these sheets.				
Concrete Girder Bridge Plans		☐	☐	☐
Steel Girder Bridge Plans		☐	☐	☐
Precast Concrete Arch or Rigid Frame Bridge Plans		☐	☐	☐
Precast Concrete Box Culvert Bridge Plans		☐	☐	☐

Environmental Compliance Plans				
	Survey	Prelim	Semi	Final
Sheet Layout				
North Arrow		☐	☐	☐
Sheet type identifier and number completed		☐	☐	☐
Legend		☐	☐	☐
Environmental Compliance Notes				
General Notes		☐	☐	☐
Natural Resources Notes		☐	☐	☐
Cultural Resources Notes		☐	☐	☐
Impacts				
Impact Identifiers		☐	☐	☐
Temporary Impact Areas Shaded (Light Shade)		☐	☐	☐
Temporary Impact Schedules (Sheet Specific Schedules)		☐	☐	☐
Permanent Impact Areas Shaded (Medium Shade)		☐	☐	☐
Permanent Impact Schedules (Sheet Specific Schedules)		☐	☐	☐
Creation Area Schedules		☐	☐	☐
Temporary Impact Table (Project Totals)			☐	☐
Permanent Impact Table (Project Totals)			☐	☐

Construction Phasing, MOT and Erosion Control Plans				
	Survey	Prelim	Semi	Final
Sheet Layout				
North Arrow		☐	☐	☐
Construction Phasing, MOT and Erosion Control Overview Sheet				
Overview Schematic of Project Area		☐	☐	☐
Warning Sign Legend and Sign Location Identifiers on Overview Schematic		☐	☐	☐
General Maintenance of Traffic (MOT) Notes		☐	☐	☐
Erosion and Sediment Control Notes		☐	☐	☐
Construction Phasing and MOT Legend		☐	☐	☐
Erosion and Sediment Control Legend		☐	☐	☐
"Allowable Travel Lane Closures" Chart. Contents to be provided by Traffic Safety		☐	☐	☐
"Site Reviewer Requirement" table (Select appropriate option)		☐	☐	☐
"ATSSA Traffic Control" table (Select appropriate option)		☐	☐	☐
"Disturbed Area" note (Fill in amount of acreage disturbed)		☐	☐	☐
Sediment and Stormwater Management Plan approval note		☐	☐	☐
Construction Phasing, MOT and Erosion Control Plans - Phase Specific Sheets				
Phase specific work area shaded		☐	☐	☐
Phase specific traffic control devices (Drums, Barriers, End Treatments, etc.) and their configurations displayed			☐	☐
Phase specific work zone signing, if different than the layout provided by the Typical Applications listed in the DEMUTCD			☐	☐
Phase specific temporary striping			☐	☐
Phase specific Temporary Pavement Markings Legend / Schedule		☐	☐	☐
Phase specific Sequence of Construction Notes, highlighting major work items/activities		☐	☐	☐
Phase specific Traffic Control Notes, if different than the layout provided by the Typical Applications listed in the DEMUTCD		☐	☐	☐
Phase specific Erosion Control Notes			☐	☐
Phase specific Erosion Control Schedules			☐	☐
Phase specific Typical Sections			☐	☐
Phase specific Special Details (Entrance Closures, Temporary Roadway Details, Atypical Pipe Crossings, etc.)		☐	☐	☐

Detour Plans				
	Survey	Prelim	Semi	Final
These sheets are prepared by the Traffic Section.			☐	☐

Landscaping Plans				
	Survey	Prelim	Semi	Final
Sheet Layout				
North Arrow			☐	☐
Landscaping Notes and Details				
General Landscaping Notes			☐	☐
Reforestation Notes & Calculations (If Applicable)			☐	☐
Landscape Planting Summary Schedule			☐	☐
Landscape Plantings Details			☐	☐
Landscaping Plan				
Landscaping symbols and identifiers.			☐	☐
Landscape Planting Schedule			☐	☐

Lighting Plans				
	Survey	Prelim	Semi	Final
These sheets are prepared by the Traffic Section.				
Sheet Layout				
North Arrow		☐	☐	☐
Lighting Legend		☐	☐	☐
Lighting Notes		☐	☐	☐
Lighting symbols and identifiers.		☐	☐	☐
Lighting Service Schedule			☐	☐
Lighting Standard Schedule		☐	☐	☐
Conduit Run Schedule		☐	☐	☐
Special Lighting Details (If Applicable)			☐	☐

Utility Relocation Plans				
	Survey	Prelim	Semi	Final
These sheets are only necessary if there are extensive relocations and the relocation efforts cannot be conveyed on the Construction Plan sheets. Please confer with the Project Manager to determine if these sheets are necessary.				
Sheet Layout				
North Arrow			☐	☐
Legend for proposed utility facilities			☐	☐
Location of proposed utility relocations			☐	☐
Utility symbols and identifiers			☐	☐
Utility Test Hole Schedules			☐	☐

Signing, Striping and Conduit Plans				
	Survey	Prelim	Semi	Final
Sheet Layout				
North Arrow		☐	☐	☐
Sheet type identifier and number completed		☐	☐	☐
Signing				
Location of proposed sign posts and sign panels.		☐	☐	☐
Sign panels identified by cluster number.		☐	☐	☐
Sign Schedule (Provided by Traffic Section)			☐	☐
Striping				
Pavement Markings Legend		☐	☐	☐
Permanent striping configuration with identifiers		☐	☐	☐
Permanent striping dimensions and/or layout information (Ex: “+” Stations)		☐	☐	☐
Special Striping Details		☐	☐	☐
Conduits				
ITMS Legend		☐	☐	☐
ITMS symbols and identifiers		☐	☐	☐
Conduit Run Schedules		☐	☐	☐

Signalization Plans				
	Survey	Prelim	Semi	Final
These sheets are prepared by the Traffic Section. A signal plan is required for each phase of construction that affects any part of the signal infrastructure. An ultimate final plan is also required depicting the final future configuration of all signal infrastructure after construction has been completed.				
Sheet Layout				
North Arrow		☐	☐	☐
Signal Legend		☐	☐	☐
Signal Notes		☐	☐	☐
Signal symbols and identifiers.		☐	☐	☐
Conduit Run Schedule		☐	☐	☐
Special Lighting Details (If Applicable)		☐	☐	☐

Quantity Summary				
	Survey	Prelim	Semi	Final
Quantity Calculations Book		☐	☐	☐
Quantity Summary Report Prepared via Trns*Port		☐	☐	☐
Total Project Cost Summary			☐	☐

Cross Sections				
	Survey	Prelim	Semi	Final
Cross Section Title Sheet			☐	☐
Cross sections are created and stationed from the bottom of the page to top.			☐	☐
Annotate the following items on each cross section:				
Proposed Pavement Widths, Cross Slopes, Side Slopes, etc. (See Example Plans)			☐	☐
Existing and Proposed Right-of-Way and Easement Lines			☐	☐
Proposed Pavement Box Materials (InRoads Components)			☐	☐
Proposed Drainage Features (Pipes, Inlets, Underdrains, etc.)			☐	☐
Proposed and Existing Underground Utility Locations (Overhead Locations as Necessary)			☐	☐
Location of Proposed Retaining Walls or Support Structures			☐	☐