



# DelDOT - Site Plan Review Checklist

Project Title

DelDOT ID #

(Lowest Numerical Tax Parcel I.D. )

**\*Only use this checklist with the LONOR - RED process\***

Date:

Checklist Item	Checklist Topic/Content	Manual Ref.	Item addressed	Justifications are Required if: N or N/A
<b>SITE PLAN SUBMITTAL DOCUMENTS</b>		3.4.2		
1.0	Turning Movement Diagrams for specified design vehicle(s) shown on plan set.	3.4.2.G		
1.1	Does the development (proposed to be constructed in the proximity of any road with a functional classification of principal arterial, freeway or interstate) comply with DelDOT's Noise Policy	3.6		
1.2	For DelDOT's Noise Abatement Criteria (Figure 3.6.3-a) please refer to the "Record/ Site Plans General Notes" note 15 and be sure to place this note on your plan set if it is applicable to your project.	3.6.3		
<b>TRAFFIC IMPACT STUDY (TIS)/TRAFFIC OPERATIONAL ANALYSIS (TOA)</b>		2.2		
2.0	Traffic Impact Study or Traffic Operational Analysis required prior to submittal to DelDOT's Subdivision Section. (Area Wide Study Fee-in-Lieu may apply as directed by DelDOT.)	2.2.1		
2.1	Offsite Improvements required by TIS/TOA are listed	3.4.2.1.E.2		
2.2	Signal Agreement information has been provided to DelDOT Traffic Section.	2.5.1		
<b>SITE PLAN CONTENT</b>		3.4.2.1		
3.0	<p><b>Title block containing:</b></p> <p>1.) Name of proposed development. [3.4.2.1.A.1]</p> <p>2.) Name of town/hundred and county. [3.4.2.1.A.3]</p> <p>3.) Maintenance number of highway being accessed. [3.4.2.1.A.4]</p> <p>4.) Graphic scale (1" = 30' preferred, 1" = 20' acceptable) [3.4.2.1.A.5]</p> <p>5.) Date of current submission and all revised dates. [3.4.2.1.A.6]</p> <p>6.) Name, address, and telephone number of owner and engineer or surveyor preparing the plan [3.4.2.1.A.7]</p> <p>7.) Seal of engineer or surveyor (Delaware licensed) [3.4.2.1.A.8]</p> <p>8.) Owner's signature (final Plan only) [3.4.2.1.A.9]</p>	3.4.2.1.A		
3.1	<p><b>Data block containing:</b></p> <p>1.) Gross acreage of property. [3.4.2.1.B.1]</p> <p>2.) Zoning. [3.4.2.1.B.2]</p> <p>3.) Present use. [3.4.2.1.B.3]</p> <p>4.) Proposed use. [3.4.2.1.B.4]</p> <p>5.) Sewer provider. [3.4.2.1.B.5]</p> <p>6.) Water provider. [3.4.2.1.B.6]</p> <p>7.) Tax parcel number. [3.4.2.1.B.7]</p> <p>8.) Total number of lots - existing and proposed. [3.4.2.1.B.8]</p> <p>9.) Posted speed limit on frontage road(s). [3.4.2.1.B.9]</p> <p>10.) Proximity to identified Transportation Improvement Districts (TID) [3.4.2.1.B.10]</p> <p>11.) Investment level area as defined by the State Strategies for Policies and Spending maps (for major or commercial subdivisions only). Maps are available at: <a href="http://stateplanning.delaware.gov/strategies/">http://stateplanning.delaware.gov/strategies/</a> [3.4.2.1.B.11]</p> <p>12.) Reference to the LONOR - RED</p>	3.4.2.1.B		

3.2	<p><b>Existing features including:</b></p> <ol style="list-style-type: none"> <li>1.) Existing entrances showing dimensions, locations, and spacing on each side of the entrance and on each side of the road. [3.4.2.1.C.1]</li> <li>2.) Identification of existing and proposed land uses adjacent to and opposite the site. [3.4.2.1.C.2]</li> <li>3.) Lane configuration of the existing roadway, including turn lanes. [3.4.2.1.C]</li> <li>4.) Existing shoulders should be shown and dimensioned. [3.4.2.1.C]</li> <li>5.) Bike lanes, sidewalks, shared-use paths &amp; accessways. [3.4.2.1.C]</li> <li>6.) Existing rights-of-way, easements, and reservations. [3.4.2.1.C]</li> <li>7.) Utilities. [3.4.2.1.C]</li> <li>8.) Drainage features including inlets and pipes under entrances. [3.4.2.1.C]</li> <li>9.) Transit facilities including public transit and school bus stops. [3.4.2.1.C]</li> <li>10.) Buildings and other structures. [3.4.2.1.C.4]</li> </ol>	3.4.2.1.C		
3.3	<p><b>Proposed features including:</b></p> <ol style="list-style-type: none"> <li>1.) Proposed land uses. [3.4.2.1.D.1]</li> <li>2.) Proposed entrance locations. [3.4.2.1.D.2]</li> <li>3.) Right-of-way or easement dedication or reservation. [3.4.2.1.D.3]</li> <li>4.) New street names. [3.4.2.1.D.4]</li> <li>5.) New street right-of-way widths. [3.4.2.1.D.5]</li> <li>6.) If there is to be a Future interconnection please call it out with a note. [3.4.2.1.D.6]</li> <li>7.) Dimensions of relevant physical features. [3.4.2.1.D.7]</li> <li>8.) Existing and proposed cross-access easements. [3.4.2.1.D.8]</li> </ol>	3.4.2.1.D		
3.4	<p><b>Notes including:</b></p> <ol style="list-style-type: none"> <li>1.) Note outlining the date a traffic study was completed and requirements submitted to the local land use agency (if applicable) [3.4.2.1.E.1]</li> <li>2.) Note outlining any transportation improvements required by the traffic study. (if applicable) [3.4.2.1.E.2]</li> <li>3.) DelDOT General Notes, for the SITE PLAN, are shown on Title Sheet or Notes Sheet. Include any DelDOT related Additional Notes applicable to your project. [3.4.2.1.E.4]</li> </ol>	3.4.2.1.E		
3.5	<p><b>Traffic Generation Diagram (similar to Fig. 3.4.2-a) including:</b></p> <ol style="list-style-type: none"> <li>1.) Traffic generation calculations and site totals (based on the ITE Manual, latest edition) and distribution for the site. [3.4.2.1.F.1]</li> <li>2.) Truck percentage for the site traffic [3.4.2.1.F.2]</li> <li>3.) Existing and buildout traffic volumes for site (daily and peak hour, weekend peak-if necessary) [3.4.2.1.F.3]</li> <li>4.) Existing and projected (10-year) directional traffic distribution volumes for the adjacent roadway. (Minimum) [3.4.2.1.F.4]</li> <li>5.) Posted speed limit on frontage road(s) [3.4.2.1.F.5]</li> <li>6.) Correct design vehicle for entrance(s) based on site usage and coordination with owner/developer (refer to Fig. 5.2.3-a for examples) [3.4.2.1.F.6]</li> </ol>	3.4.2.1.F		
3.6	Provide a Legend illustrating existing and proposed features (symbols, linestyles, etc.)	4.3.2.K		
3.7	North arrow, with correct orientation and horizontal datum labeled, in all plan views	4.3.5.A.2		
3.8	Intersection sight distance triangles are shown	5.4		
3.9	Building setback lines are displayed on the plan.	3.2.6		
	<b>RIGHT OF WAY AND EASEMENTS</b> <b>All Right of Way and Easements must match and reference the LONOR - RED.</b>	3.2		
4.0	Label and dimension all drainage easements on all plans.	5.7.2.6		
4.1	Stormwater facilities are located a minimum of 20 feet from the State right-of-way as measured from the top of slope of the facility.	3.8		
4.2	All easements are shown for pipe/sidewalk/paths.	3.2		
4.3	All ROW and easements shown for any additional construction and location of proposed improvements.	3.2		
4.4	Dedicated Right-of-Way adjacent to existing State maintained roadways are shown in accordance with Fig. 3.2.5-a	3.2.5		
4.5	Existing Right-of-Way is shown, dimensioned and labeled on both sides of frontage roads.	3.4.2.1.C.4		
4.6	Show all permanent easement along the DelDOT frontage roads.	3.2.5.1.2		
4.7	Sight Triangles using DelDOT's Intersection Sight Distance Worksheet (www.deldot.gov) have been shown, dimensioned.	3.4.2.F.5		

4.8	Permanent Sight Distance Easements have been established if required	5.4.D		
	<b>CONNECTIVITY</b>	3.2		
5.0	<b>The Site Plan identifies the following:</b> Location and spacing of existing or proposed bicycle and pedestrian connections [3.5.3.1.A.3]	3.5.3.1		
5.1	For industrial, institution, retail, and office developments, a transit stop on-site or adjacent to the site, or a pedestrian connection to an existing stop is provided, as required by DeIDOT or DTC.	3.5.5.1		
5.2	A minimum distance of 60 feet is provided between a cross-access-way and an intersection or driveway entrance.	3.5.7.4.B		