



# DelDOT - Subdivision Record Plan Review Checklist

**Project Name:** \_\_\_\_\_ **Project Id.:** \_\_\_\_\_

**Tax Parcel No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Lowest Numerical Tax Parcel I.D.)

**Does Project include State Maintained Subdivision Streets (SS) OR DelDOT Review/Inspection of Municipal Subdivision Streets?** \_\_\_\_\_ **Does Project include Commercial or Non-Residential (NR) usage?** \_\_\_\_\_

Effective: 06/12/20

Comment Ref No.	Checklist Topic/Content	Manual Ref.	Item addressed	Justifications are Required if: N or N/A
<b>SECTION 1: RECORD PLAN SUBMITTAL DOCUMENTS</b>				
1.1	Initial Stage Fee calculation has been paid and is accurate.	3.4.2.A.5		
1.2	If the development is proposed to be constructed in the proximity of any road with a functional classification of principal arterial, freeway or interstate, then a noise study is required to comply with DelDOT's Noise Policy. The study must be completed and approved prior to final Entrance Plan Approval.	3.6		
<b>SECTION 2: TRAFFIC IMPACT STUDY (TIS)/TRAFFIC OPERATIONAL ANALYSIS (TOA)</b>				
2.1	Note outlining any transportation improvements required by the traffic study (if applicable).	3.4.2.1.E.1 & 3.4.2.1.E.2		
2.2	Area Wide Study Fee has been paid and is accurate (if applicable).	2.2.2.2		
2.3	Transportation Improvement District Agreement (TID) agreement has been completed prior to Final Approval (if applicable).	2.2.2.4.E & 2.4.2.2		
2.4	If Signal Agreement is required, ensure Traffic has been provided the necessary information to create the Signal Agreement. The Signal Agreement must be completed prior to final Entrance Plan approval.	2.5.1.D		
<b>SECTION 3: RECORD PLAN CONTENT</b>				
3.1	<p><b>Title &amp; Data Blocks</b></p> <p>Ensure the title and data blocks contains the following information:</p> <ol style="list-style-type: none"> <li>1. Name of proposed development.</li> <li>2. Name of town/hundred and county.</li> <li>3. Maintenance number of highway being accessed.</li> <li>4. Graphic scale shown.</li> <li>5. Date of current submission and all revised dates.</li> <li>6. Name, address, and telephone number of engineer or surveyor preparing the plan.</li> <li>7. Name and address of owner.</li> <li>8. Signature and Seal of engineer or surveyor (Delaware licensed) (Final Plan only).</li> <li>9. Owner's signature (Final Plan only).</li> <li>10. Gross acreage of property.</li> <li>11. Zoning.</li> <li>12. Present use.</li> <li>13. Proposed use.</li> <li>14. Sewer provider.</li> <li>15. Water provider.</li> <li>16. Tax parcel number.</li> <li>17. Total number of lots - existing and proposed.</li> <li>18. Investment level area.</li> <li>19. List the TID in which the project is located (if applicable).</li> <li>20. Horizontal and Vertical Datum's should be referenced.</li> </ol>	3.4.2.1.A & 3.4.2.1.B		

3.2	<p><b>Existing Features</b></p> <p>Ensure the following are shown on the plans as required by figures 3.4.2-b through 3.4.2-d:</p> <ol style="list-style-type: none"> <li>Existing entrances showing dimensions, locations, and spacing on each side of the entrance and on each side of the road.</li> <li>Identification of existing and proposed land uses adjacent to and opposite the site.</li> <li>Shoulders.</li> <li>Sidewalks, shared-use paths &amp; accessways.</li> <li>Existing rights-of-way, easements, and reservations.</li> <li>Drainage features including inlets and pipes under entrances.</li> <li>Transit facilities including public transit and school bus stops.</li> <li>Buildings and other structures.</li> </ol>	3.4.2.1.C		
3.3	<p><b>Proposed Features</b></p> <p>Ensure the following proposed features are shown on the plan:</p> <ol style="list-style-type: none"> <li>Proposed land uses.</li> <li>Proposed entrance locations.</li> <li>Label any necessary right-of-way or easement dedication or reservation.</li> <li>New street names (if applicable).</li> <li>New street right-of-way widths (if applicable).</li> <li>Future interconnection note (if applicable).</li> <li>Dimensions of relevant physical features (i.e. proposed road striping and edges of pavement).</li> <li>Existing and proposed cross-access easements (if applicable).</li> </ol>	3.4.2.1.D		
3.4	<p><b>DeIDOT Notes</b></p> <p>DeIDOT General Notes, including street maintenance note, are shown on Title Sheet or Notes Sheet. Include any DeIDOT related Additional Notes applicable to your project.</p>	3.4.2.1.E		
3.5	<p><b>Traffic Generation Diagram (similar to Fig. 3.4.2-a) include:</b></p> <ol style="list-style-type: none"> <li>Traffic generation calculations and site totals (based on the ITE Manual, latest edition) and distribution for the site.</li> <li>Truck percentage for the site traffic.</li> <li>Existing and buildout traffic volumes for site (daily and peak hour, weekend peak-if necessary).</li> <li>Existing and projected (10-year) directional traffic distribution volumes for the adjacent roadway (minimum).</li> <li>Posted speed limit on frontage road(s).</li> <li>Correct design vehicle for entrance(s) based on site usage and coordination with owner/developer (refer to Fig. 5.2.3-a for examples).</li> </ol>	3.4.2.1.F		
3.6	<p><b>Typical Plan Requirements are shown within the plan set:</b></p> <ol style="list-style-type: none"> <li>Provide a Legend illustrating existing and proposed features (symbols, line styles, etc.).</li> <li>North arrow, with correct orientation.</li> </ol>	4.3.2.K & 4.3.2.H		
3.7	Site Entrance does not encroach on adjacent properties or entrances.	5.2.2.A & 5.2.2.F		
<b>SECTION 4: SUBDIVISION STREETS TO BE DEDICATED FOR PUBLIC USE AND STATE MAINTAINED</b>				
4.1	The Record Subdivision Plat shall reflect compliance with the minimum connectivity ratio requirement of 1.4 or greater.	3.5.6 & 3.5.7		
4.1.2	Interconnections (Per 3.5.7) are labeled as "FUTURE CONNECTION TO ADJOINING PROPERTY" OR "STREET CONNECTION TO FUTURE DEVELOPMENT" and provide signage as noted per Figure 5.1.5.2-b.	5.1.5.2		
4.1.3	Location and spacing of existing or proposed stub streets.	3.5.2.A.1		
4.1.4	For Subdivision Type I and II interconnections, linkage street stubs are provided at a ratio of one per 1,320 linear feet of the boundary line or fraction thereof which adjoins potentially developable or re-developable land.	3.5.7.3.A		

4.1.5	For Subdivision Type III or higher order roads, plans provide for future public street connections to adjacent developable parcels by providing a Type III street connection as a continuation of the site circulation and at spaced intervals: 1) in accordance with an approved local traffic circulation plan, or 2) if no such plan exists, not to exceed 1,320 feet along each development plan boundary or as measured from the nearest parallel collector road to the site.	3.5.7.3.B		
4.1.6	Minimum right-of-way radius of 25 feet is provided at the intersection of streets. Per Figure 3.2.1-a	3.2.1		
4.1.7	Proposed right-of-way dimensioned for each internal street. Matching width(s) described in Figure 3.2.1-a 1. Type I Street (< 500 ADT with minimum right-of-way of 50 feet) meets horizontal design requirements (Fig. 5.1.2-a). 2. Type II Street (501 to 3000 ADT with minimum right-of-way of 60 feet) meets horizontal design requirements (Fig. 5.1.2-a). 3. Type III Street and Industrial Streets(>3000 ADT with minimum right-of-way of 60 feet) meets horizontal design requirements (Fig. 5.1.2-a).	3.2.1		
4.1.8	Drainage easements are provided on both sides of subdivision streets with open drainage.	3.2.1		
<b>4.2</b>	<b>For residential development or redevelopment, the Applicant provides sidewalks meeting the following criteria on the Preliminary Site or Entrance Plan:</b>			
4.2.1	Sidewalks along both sides of subdivision streets where the development has a net density of three dwelling units or greater per acre.	3.5.4.2.B.1		
4.2.2	Sidewalks along both sides of development project streets where the development has access to transit or other local destinations or is of such a nature that it is reasonable to assume that it will attract pedestrians.	3.5.4.2.B.2		
4.2.3	Sidewalk along at least one side of a street that does not meet the requirements stated above or where there are physical or environmental constraints that make sidewalks on both sides of a street impractical.	3.5.4.2.B.3		
4.2.4	Sidewalks are separated from the edge of road, pavement, driveways, parking lots, and site entrances in accordance with Chapter 5.	3.5.4.2.E & 5.3.1.1		
4.2.5	Sidewalks are free of utility poles, bushes, plants, and all other obstructions.	3.5.4.2.D		
4.2.6	Right-of-way monuments are shown along the right-of-way lines, at a minimum on one side of the street and at every change in horizontal alignment.	3.4.2.1		
4.2.7	Label all streets as "Dedicated to Public Use, State Maintained" or "Dedicated to Public Use, Privately Maintained" or "Dedicated to Public use Municipality Maintained" on the plan view.	3.2.2.A, 3.2.2.B & 3.2.2.C		
4.2.8	Subdivision Street Typical Sections shown.	5.5		
4.2.9	Subdivision Street Typical Sections with Street Trees. (Fig 3.7-a).	3.7.B, 3.7.C & 3.7.E		
4.2.10	Subdivision Street Typical Sections with landscaped median islands.	3.7.1.A		
4.2.11	Curve Data and Line Chart for all subdivision streets and streets meet minimum horizontal curve criteria.	4.3.5.B, 5.1.5.1, 5.1.2		
4.2.12	Provide drainage easements on all drainage facilities that convey or receive runoff from right-of-way. Label and dimension all drainage easements on all plans.	3.2.5.1.4 & 5.7.2.6		

4.2.13	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		
4.2.14	Temporary easements for dead end streets are shown and labeled on the plan.	5.1.5.2		
4.2.15	Plans provide right-of-way stubs to the subdivision boundary line for future connections as outlined in Chapter 5.	5.1.5.2 & 3.5.7.3.G		
<b>4.3</b>	<b>In cases where reduced right-of-way is considered, the Plan accounts for the following elements:</b>			
4.3.1	<p>1. Proposed reduced right-of-way is consistent with the local land use agency's ordinances.</p> <p>2. The reduced right-of-way line shall be located at the back of the curb. The minimum reduced right-of-way width shall be 28 feet.</p> <p>3. A 10-foot permanent easement shall be provided along each side of all streets.</p> <p>4. On-street parking within the reduced right-of-way shall be provided by providing two spaces on each lot and one space per every three units which may be provided within the public right-of-way (locations subject to DelDOT approval).</p> <p>5. All utilities shall be located outside the right-of-way.</p> <p>6. Turnarounds must be provided at the end of streets.</p> <p>7. Any utility work within the permanent easement shall proceed only after prior notice of at least 24 hours has been given to DelDOT.</p>	3.2 & 3.2.7.A		
<b>SECTION 5: RIGHT OF WAY AND EASEMENTS - STATE MAINTAINED ROADWAYS</b>				
5.1	Dedicated Right-of-Way adjacent to existing State maintained roadways are shown in accordance with Fig. 3.2.5-a.	3.2.5.2		
5.1.2	A 15 foot wide permanent easement along the DelDOT frontage roads is shown on the Plan. The following note is required for all plans: "A 15-foot permanent easement is hereby established for the State of Delaware as per this plat".	3.2.5.1.2		
5.1.3	Provide drainage easements on all drainage facilities that convey or receive runoff from right-of-way. Label and dimension all drainage easements on all plans.	5.7.2.6 & 3.2.5.1.4		
5.1.4	Sight Triangles using DelDOT's <a href="#">Intersection Sight Distance Worksheet</a> have been shown, dimensioned and noted on the record plan. (www.deldot.gov)	3.4.2.A.6, 3.4.2.A.6.v, 5.4, 5.4.B & 5.4.D		
5.1.5	Permanent Sight Distance Easements have been established (if required).	3.4.2.1.D.3 & 5.4.D		
5.1.6	Easements are established at the entrance of the subdivision for the purpose of a planned or future neighborhood sign or structure.	3.2.5.1.1		
<b>5.2</b>	<b>The Plan contains one of the following notes relative to right-of-way dedication:</b>			
5.2.1	For existing right-of-way previously acquired as a permanent easement: <i>"An X-foot wide strip of right-of-way from the centerline is hereby dedicated to the State of Delaware as per this plat."</i>	3.2.5.2		
5.2.2	For existing right-of-way previously acquired in fee: <i>"An additional X-feet of right-of-way is hereby dedicated to the State of Delaware as per this plat"</i> .	3.2.5.2		
5.2.3	Where DelDOT has established future right-of-way lines beyond what is shown in Figure 3.2.5-a, the frontage adjacent to proposed subdivisions are shown as reserved for future right-of-way and the following note has been added to the plans: <i>"An X-foot wide strip is hereby reserved for the State of Delaware as per this plat, for future right-of-way needs."</i>	3.2.6		

<b>SECTION 6: CONNECTIVITY</b>				
<b>6.1</b>	<b>The Record Plan identifies the following:</b>			
6.1.2	Location of any existing or proposed Type III subdivision street, Local or higher order road within the adjacent development.	3.5.2.A.2		
6.1.3	Location and spacing of existing or proposed bicycle and pedestrian connections.	3.5.2.A		
6.1.4	Residential, Commercial, Mixed Use or Redevelopment: Connections are spaced at intervals of no more than 1,000 feet as measured from the near side right-of-way line.	3.5.3.A		
6.1.5	High Density: In cases of planned high density residential or high density mixed use development, connections are spaced at intervals of no more than 500 feet.	3.5.3.B		
6.1.6	Large Lots: In cases of large lot subdivisions (one acre or greater), streets are spaced no more than 1,320 feet apart.	3.5.3.C		
6.1.7	Type III subdivision street proposed by an Approved Local Transportation Circulation Plans is shown through the Applicant's site.	3.5.3		
<b>6.2</b>	<b>Sidewalks or shared-use paths are shown on the Plan, as required per the following:</b>	3.5.4.2		
6.2.1	Provide a shared use path / sidewalk across the sites frontage if one of the following conditions are met if the project requires and Entrance Plan Approval: 1. In all Investment Level Areas as defined by the State Strategies for Policies and Spending maps if the project generates 2,000 Average Daily Trips (ADT). 2. In all Investment Level I and II Areas as defined by the State Strategies for Policies and Spending Maps (or a fee in lieu of construction, if a physical impossibility for construction exists). 3. In all Investment Level III and Investment Level IV Areas as defined by the State Strategies for Policies and Spending Maps if the project abuts an existing facility, or at the Subdivision Engineer's discretion.	3.5.4.2.A.1, 3.5.4.2.A.2, & 3.5.4.2.A.3		
6.2.2	Sidewalks are separated from the edge of road, pavement, driveways, parking lots, and site entrances in accordance with Chapter 5.	3.5.4.2.E & 5.3.1.1		
6.2.3	Sidewalks are free of utility poles, bushes, plants, and all other obstructions.	3.5.4.2.F		
6.2.4	Access-ways shown are a minimum width of eight feet with a minimum recorded open space width of 18 feet.	3.5.4.4.A		
6.2.5	Access-ways are provided on recorded open space on any block greater than 660 feet.	3.5.4.4.A.1, 3.5.4.4.A.4, 3.5.4.4.A.5 & 3.5.4.4.A.6		
6.2.6	Two or more access-ways are provided on recorded open space on any block greater than 1,320 feet.	3.5.4.4.A.2		
6.2.7	Residential site development greater than 50 dwelling units have designated and reserved locations for transit and school bus stop accommodations within and/or adjacent to the proposed development as directed by DTC and/or the Local School District.	3.5.5.2		
6.2.8	A minimum distance of 60 feet is provided between a cross-access-way and an intersection or driveway entrance.	3.5.7.4.B		
<b>SECTION 7: Preliminary Entrance Plan</b>				
7.1	Preliminary Entrance Plan provided which includes the following: 1. Proposed lane configurations with dimensions. 2. All Required Turn Lanes configurations and dimensions. 3. Sidewalk / Shared Use Path across site frontage('s) with tie-ins. 4. Proposed Shoulders with dimensions. 5. Proposed drainage structures and pipes along site frontage. 6. Proposed stormwater features along site frontage. 7. Existing and proposed utility locations.	3.4.2.A.6		

# DeIDOT - Subdivision Record Plan Review Checklist Standard Comment to Engineer

SECTION 1: RECORD PLAN SUBMITTAL DOCUMENTS	
1.1	Verify calculations on the On-line Initial Stage Fee form and payment on-line at tie of submittal for review. DCM Ref: 3.4.2.A.5
1.2	Provide a noise report, in regards to: 1) The existing and future noise levels impacting developments, and 2) Future Noise levels generated by off-site improvements linked to the development. DCM Ref: 3.6
SECTION 2: TRAFFIC IMPACT STUDY (TIS)/TRAFFIC OPERATIONAL ANALYSIS (TOA)	
2.1	Provide a note that outlines all improvements required by the TIS/TOA/AWSF Letter. DCM Ref: 3.4.2.1.E.1 & 3.4.2.1.E.2
2.1	The Record Plan General Notes shall include all improvements included in the << Traffic Impact Study/Traffic Operational Analysis/Area-wide Study >>, recommendations sent to (COUNTY/MUNICIPALITY) for the improvements in a letter dated << Month Day, Year >>. The following improvements shall be implemented by the owner/applicant per DeIDOT's discretion: << -Insert TIS/TOA/Area-wide Recommendations >> and include timing for when each improvement is required to start and the completion timeframe. DCM Ref: 2.2.1.1, 3.4.2.1.E.1 & 3.4.2.1.E.2
2.2	Verify calculations on the Area Wide Study Fee. The correct payment should be \$####. DCM Ref: 2.2.2.2
2.2	The Area Wide Study Fee shall be paid in conjunction with the Initial Stage Fee at a rate of ten (\$10.00) per net daily trip generated by the development. DCM Ref: 2.2.2.2
2.3	Plan approval is conditional upon the Developer entering into the Traffic Improvement Recoupment District Agreement with DeIDOT to participate in the construction of the XXX Project (State Contract XX-XXX-XX). DCM Ref: 2.2.2.4.E & 2.4.2.2
2.4	Signal Agreement information has been provided to DeIDOT Traffic Section (if applicable). DCM Ref: 2.5.1.D
2.4	A Signal Agreement is required for the intersection of XXX and XXX. Please forward the following information to XXX, DeIDOT Traffic (302-659-XXX, email; XXX) so that DeIDOT may prepare and distribute the agreement for signatures: 1. Name and address of the company entering the agreement. 2. Name and address of the development. 3. Name of all intersections and/or streets affected. 4. Name and title of the person who will be signing the agreement The agreement must be executed prior to DeIDOT granting Entrance Approval. DCM Ref: 2.5.1
SECTION 3: RECORD PLAN CONTENT	
3.1	<b>Title &amp; Data Blocks</b> The title and data blocks should contain the following information: 1. Name of proposed development. 2. Name of town/hundred and county. 3. Maintenance number of highway being accessed. 4. Graphic scale shown. 5. Date of current submission and all revised dates. 6. Name, address, and telephone number of engineer or surveyor preparing the plan. 7. Name and address of owner. 8. Signature and Seal of engineer or surveyor (Delaware licensed) (Final Plan only). 9. Owner's signature (Final Plan only). 10. Gross acreage of property. 11. Zoning. 12. Present use. 13. Proposed use. 14. Sewer provider. 15. Water provider. 16. Tax parcel number. 17. Total number of lots - existing and proposed. 18. Investment level area. 19. List the TID in which the project is located (if applicable). 20. Horizontal and Vertical Datum's should be referenced. DCM Ref: 3.4.2.1.A & 3.4.2.1.B

3.2	<p><b>Existing Features</b></p> <p>Add the following existing features to the plan:</p> <ol style="list-style-type: none"> <li>Existing entrances showing dimensions, locations, and spacing on each side of the entrance and on each side of the road.</li> <li>Identification of existing and proposed land uses adjacent to and opposite the site.</li> <li>Shoulders.</li> <li>Sidewalks, shared-use paths &amp; accessways.</li> <li>Existing rights-of-way, easements, and reservations.</li> <li>Drainage features including inlets and pipes under entrances.</li> <li>Transit facilities including public transit and school bus stops.</li> <li>Buildings and other structures.</li> </ol> <p>DCM Ref: 3.4.2.1.C</p>
3.3	<p><b>Proposed Features</b></p> <p>Add the following proposed features to the plan:</p> <ol style="list-style-type: none"> <li>Proposed land uses.</li> <li>Proposed entrance locations.</li> <li>Label any necessary right-of-way or easement dedication or reservation.</li> <li>New street names (if applicable).</li> <li>New street right-of-way widths (if applicable).</li> <li>Future interconnection note (if applicable).</li> <li>Dimensions of relevant physical features.</li> <li>Existing and proposed cross-access easements (if applicable).</li> </ol> <p>DCM Ref: 3.4.2.1.D</p>
3.4	Update the General Notes per the latest available on DelDOT's Development Coordination webpage. DCM Ref: 3.4.2.1.E
3.4	Update the portion of the General Notes stating if the subdivision streets will be <b>State Maintained, Privately Maintained, or Town Maintained</b> per the latest notes available on DelDOT's Development Coordination webpage. DCM Ref: 3.4.2.1.E
3.5	Provide a Traffic Generation Diagram (similar to Fig. 3.4.2-a)
3.5.1	<ol style="list-style-type: none"> <li>Update the Traffic Generation Totals based on the latest ITE Manual</li> <li>Change the truck percentage for the site to XXX% in the Traffic Generation Diagram (DCM Ref: 3.4.2.1.F.2)</li> <li>The existing and buildout volumes for the site are as follows: XXX (DCM Ref: 3.4.2.1.F.3)</li> <li>The existing and projected (10-year) directional distribution volumes for the site are as follows: XXX (DCM Ref: 3.4.2.1.F.4)</li> <li>The posted speed limit on XXX Road is XXX mph. Update the Traffic Generation Diagram (DCM Ref: 3.4.2.1.F.5)</li> <li>Use a XXX design vehicle for the entrance. Update the Traffic Generation Diagram and provide turning movement diagrams.</li> </ol> <p>DCM Ref: 3.4.2.1.F</p>
3.6	<p><b>Typical Plan Set Requirements</b></p> <p>Provide a legend of all line-types and symbols used on plan views. Including, but not limited to: &lt;&lt; existing and proposed right-of-way, proposed property lines, proposed lot numbers, existing wood line, existing contours, wetlands line, 100-year floodplain line, easement line, drainage easement line, minimum building setback line, existing and proposed monuments and pins &gt;&gt;.</p> <p>DCM Ref: 4.3.2.K</p>
3.6	Add a north arrow, with correct orientation to the plan view on <b>this/these sheet(s)</b> . DCM Ref: 4.3.2.H
3.7	The minimum distance between the entrance radius and the property line shall be 5 feet. DCM Ref: 5.2.2.F
3.7	The entrances should not be located within the functional area of a nearby intersection or driveway. DCM Ref: 5.2.2.A
<b>Section 4: Subdivision Streets to be Dedicated for Public Use and State Maintained</b>	
4.1	The proposed subdivision does not meet the minimum connectivity ratio of 1.4. DCM Ref: 3.5.6
4.1	Revise the subdivision street layout to provide a minimum of <b>XXX</b> additional interconnection(s). DCM Ref: 3.5.7
4.1.2	Label each interconnection (triggered by 3.5.7) as "FUTURE STREET CONNECTION" and provide signage as noted per Figure 5.1.5.2-b. DCM Ref: 5.1.5.2
4.1.3	Show the location and spacing of existing or proposed stub streets. DCM Ref: 3.5.2.A.1
4.1.4	Per Section 3.5.7.3.A: <b>XXX</b> additional interconnection(s) are required for the project. Please update the street layout to provide the required linkages. DCM Ref: 3.5.7.3.A
4.1.5	Per Section 3.5.7.3.B and the <b>XXX</b> local traffic circulation plan, update the street layout to provide a Type III street connection. DCM Ref: 3.5.7.3.B
4.1.5	Per Section 3.5.7.3.B and the <b>XXX</b> local traffic circulation plan, update the street layout to provide a Type III street connection no greater than 1,320 feet along each development plan boundary or as measured from the nearest parallel collector road to the site. DCM Ref: 3.5.7.3.B

4.1.6	Provide a minimum 25-foot right-of-way radius at the intersection of subdivision streets. DCM Ref: 3.2.1
4.1.7	Dimension the right-of-way width of XXX street. Matching width(s) described in Figure 3.2.1-a. DCM Ref: 3.2.1
4.1.7	Right-of-way for XXX road must be 50 feet in width per type I street standards. DCM Ref: 3.2.1
4.1.7	Right-of-way for XXX road must be 60 feet in width per type II street standards. DCM Ref: 3.2.1
4.1.7	Right-of-way for XXX road must be 60 feet in width per type III street standards. DCM Ref: 3.2.1
4.1.8	Provide a ten-foot drainage easement on both sides of all open drainage subdivision streets. DCM Ref: 3.2.1
4.2.1	Sidewalks along both sides of subdivision streets where the development has a net density of three dwelling units or greater per acre. DCM Ref: 3.5.4.2.B.1
4.2.2	Sidewalks along both sides of development project streets where the development has access to transit or other local destinations or is of such a nature that it is reasonable to assume that it will attract pedestrians. DCM Ref: 3.5.4.2.B.2
4.2.3	Sidewalk is required along at least one side of a street that does not meet the requirements stated above or where there are physical or environmental constraints that make sidewalks on both sides of a street impractical. DCM Ref: 3.5.4.2.B.3
4.2.4	Sidewalk needs to be revised and separated from the edge of road, pavement, driveways, parking lots, and site entrances in accordance with Chapter 5. DCM Ref: 3.5.4.2.E & 5.3.1.1
4.2.5	Sidewalk needs to be revised and kept free of utility poles, bushes, plants, and all other obstructions. DCM Ref: 3.5.4.2.D
4.2.6	Provide sufficient right-of-way monumentation for XXX Street. At a minimum on one side of the street and at every change in horizontal alignment. DCM Ref: 3.2.4.1
4.2.7	Under the subdivision street name add the text: "Dedicated to Public Use, State Maintained." DCM Ref: 3.2.2.A
4.2.7	Under the subdivision street name add the text: "Dedicated to Public Use, Privately Maintained." DCM Ref: 3.2.2.C
4.2.7	Under the subdivision street name add the text: "Dedicated to Public Use, Municipality Maintained." DCM Ref: 3.2.2.B
4.2.8	Add Subdivision Street Type << I, II >> typical section to the plans matching Figure 5.5.2-a for XXX street. DCM Ref: 5.5
4.2.8	Add Subdivision Street Type << III >> typical section to the plans matching Figure 5.5.2-b for XXX street. DCM Ref: 5.5
4.2.8	Add Subdivision Street Type << I, II or III >> typical section to the plans matching Figure 5.5.2-c for XXX street. DCM Ref: 5.5
4.2.9	Streets proposing PCC curb and gutter, type 3 and street trees require a minimum offset of 5 feet from the back of curb and a minimum offset of 5 feet from the edge of sidewalk/SUP to the center of the tree trunk. Update the typical section. DCM Ref: 3.7.B
4.2.9	Streets proposing PCC curb and gutter, type 2 and street trees require a minimum offset of 8 feet from the back of curb and a minimum offset of 5 feet from the edge of sidewalk/SUP to the center of the tree trunk. Update the typical section. DCM Ref: 3.7.C
4.2.9	Provide a landscaping plan. DCM Ref: 3.7.E
4.2.10	Widen the landscaped median to provide a minimum offset of 5 feet from the back of curb to the center of the trunk of the tree. DCM Ref: 3.7.1.A
4.2.11	Provide curve data and line charts for all subdivision streets. The curve data chart should include the following data: 1. Curve Number 2. Delta 3. Radius 4. Arc Length 5. Chord Bearing 6. Chord DCM Ref: 4.3.5.B  The line chart should include the following data; 1. Line Number 2. Bearing 3. Distance

4.2.11	A 50' radius is required for the right-of-way around cul-de-sacs. DCM Ref: 5.1.5.1
4.2.11	Curve <b>C1</b> does not meet DelDOT minimum horizontal radius of 150 feet for a Type I Street with an ADT < 500. Revise to provide the minimum radius. DCM Ref: 5.1.2
4.2.11	Curve <b>C1</b> does not meet DelDOT minimum horizontal radius of 300 feet for a Type II Street with an ADT between 501 to 3000. Revise to provide the minimum radius. DCM Ref: 5.1.2
4.2.11	Curve <b>C1</b> does not meet DelDOT minimum horizontal radius of 500 feet for a Type III Street with an ADT > 3000. Revise to provide the minimum radius. DCM Ref:5.1.2
4.2.12	Provide drainage easements on all drainage facilities that convey or receive runoff from right-of-way. Label and dimension all drainage easements on all plans. DCM Ref: 3.2.5.1.4 & 5.7.2.6
4.2.12	Drainage easements are shown less than 20 feet wide. Per DelDOT's Subdivision Manual, all drainage easements must be a minimum of 20 feet wide for underground drainage facilities or the width equal to the width of open drainage facilities plus 5 feet on one side and 10 feet on the opposite side of the facility. DCM Ref: 5.7.2.6
4.2.12	A note which includes the following language should be added to the plan: "A(n) X-foot wide permanent easement containing X square feet is hereby established for the State of Delaware as per this plat, for emergency access to drainage facilities conveying runoff from State maintained roads and/or rights-of-way. The portions of the drainage easement and system that are upstream or offsite as well as sections that are not directly collecting and conveying the drainage runoff of the proposed State maintained roads and/or rights-of-way shall be the responsibility of the developer, property owners, or both. The State of Delaware assumes no responsibility for the future maintenance of any exempted portions of the storm drain system and/or drainage easements." DCM Ref: 3.2.5.1.4
4.2.13	Adjust the stormwater facility to provide a minimum of 20 feet from the State right-of-way as measured from the top of slope of the facility. DCM Ref: 3.8
4.2.14	A temporary dead end is shown <b>XXX</b> Street. Provide a temporary easement to accommodate the required turnaround meeting DelDOT's standards. DCM Ref: 5.1.5.2
4.2.15	Provide a temporary construction easement for the temporary stub street turnaround for <b>XXX</b> . Refer to Section 5.1.5.2 for more information related to the temporary dead end street requirements. DCM Ref: 5.1.5.2 & 3.5.7.3.G
4.3.1	a. <<< This may not be known by reviewers and therefore not required on the checklist.>>> Provide confirmation that proposed right-of-way is consistent with the ordinances of <b>XXX</b> , and documentation of those ordinances. b. The reduced right-of-way line should be placed at the back of curb to provide at least a right-of-way width of 28 feet. Update the typical section and plan. DCM Ref: 3.2.7.2.B c. The minimum reduced right-of-way width is 28 feet. Update the typical section and plan to meet the minimum width. DCM Ref: 3.2.7.2.B d. Show a 10-foot easement along each side of all streets on the typical section and plan. DCM Ref: 3.2.7.2.C e. Provide on-street parking within the reduced right-of-way. provided two spaces on each lot and one space per every three units which may be provided within the public right-of-way (locations subject to DelDOT approval). f. Provide a turnaround, independent of parking bar areas, at the end of <b>XXX</b> street. DCM Ref: 3.2.7.2.F g. Easement needed on <<pipe/sidewalk/path>>. DCM Ref: 3.2 h. Additional <<ROW/easement>> needed to allow for construction and location of proposed improvements. DCM Ref: 3.2 & 3.2.7.A
<b>Section 5: Right-of-Way and Easements - State Maintained Roadways</b>	
5.1	<b>XXX</b> Road is classified as a local road and requires 30 feet from the physical centerline of the road. If the current right-of-way width is less than required, a dedication should be shown on the subdivision plan. The dedication should be labeled on the plan as: "A(n) <b>X</b> foot wide strip of right-of-way, from centerline of physical roadway, is hereby Dedicated to the State of Delaware as per this plat." DCM Ref: 3.2.5.2
5.1	<b>XXX</b> Road is classified as a major / minor collector or undivided, two lane minor arterial and requires 40 feet from the physical centerline. If the current right-of-way width is less than required, a dedication should be shown on the subdivision plan. The dedication should be labeled on the plan as: "A(n) <b>X</b> foot wide strip of right-of-way, from centerline of physical roadway, is hereby Dedicated to the State of Delaware as per this plat." DCM Ref: 3.2.5.2
5.1	<b>XXX</b> is classified as a two lane principal arterial/freeway which requires 50 feet of right-of-way measured from the physical centerline of the road. If the current right-of-way width is less than required, a dedication should be labeled on the plan as: "An Additional <b>X</b> feet of right-of-way is hereby Dedicated to the State of Delaware as per this plat." DCM Ref: 3.2.5.2
5.1	<b>XXX</b> is classified as a Multi-lane Arterial (principal/minor), collectors, freeways and expressways which requires 30 feet of right-of-way measured from the outermost edge of the through lane. If the current right-of-way width is less than required, a dedication should be labeled on the plan as: "An Additional <b>X</b> feet of right-of-way is hereby Dedicated to the State of Delaware as per this plat." DCM Ref: 3.2.5
5.1.2	Provide a 15-foot permanent easement beyond the minimum right-of-way and label it as: "A 15-foot permanent easement is hereby established for the State of Delaware as per this plat". Regardless of the location of the project or whether the project is required to construct a 5-foot sidewalk or a 10-foot shared-use path. DCM Ref: 3.2.5.1.2

5.1.3	Provide drainage easements on all drainage facilities that convey or receive runoff from right-of-way. Label and dimension all drainage easements on all plans. DCM Ref: 5.7.2.6
5.1.3	Drainage easements are shown less than 20 feet wide. Per DeIDOT's Subdivision Manual, all drainage easements must be a minimum of 20 feet wide for underground drainage facilities or the width equal to the width of open drainage facilities plus 5 feet on one side and 10 feet on the opposite side of the facility. DCM Ref: 5.7.2.6
5.1.3	A note which includes the following language should be added to the plan: "A(n) X-foot wide permanent easement containing X square feet is hereby established for the State of Delaware as per this plat, for emergency access to drainage facilities conveying runoff from State maintained roads and/or rights-of-way. The portions of the drainage easement and system that are upstream or offsite as well as sections that are not directly collecting and conveying the drainage runoff of the proposed State maintained roads and/or rights-of-way shall be the responsibility of the developer, property owners, or both. The State of Delaware assumes no responsibility for the future maintenance of any exempted portions of the storm drain system and/or drainage easements." DCM Ref: 3.2.5.1.4
5.1.4	Show a departure sight triangle in accordance with AASHTO's Policy on Geometric Design of Highways and Streets at the entrance. The <a href="#">Intersection Sight Distance Worksheet</a> has been developed to assist with this task and can be found on DeIDOT's <a href="#">Development Coordination</a> website. Provide a copy of the with your next submission. A sight easement is required for any portion of the sight triangle that falls outside of the right-of-way. DCM Ref: 3.4.2.A.6.v
5.1.4	Revise the decision point so it is located 18 feet from the edge of travel lane. DCM Ref: 3.4.2.A.6 & 5.4.B
5.1.4	Add the sight triangles, per the lengths determined by the <a href="#">Intersection Sight Distance Worksheet</a> , at all entrances. DCM Ref: 5.4.B
5.1.4	The sight triangle shown on the plan requires the following correction: <b>XXX</b> . DCM Ref: 5.4
5.1.4	Show a sight easement for the portion of the sight triangle falling outside of the dedicated right-of-way. DCM Ref: 5.4.D
5.1.5	Label the sight triangle line falling outside of the ROW on the Developer's property as: "dedicated sight easement" DCM Ref: 3.4.2.1.D.3 & 5.4.D
5.1.6	Provide an easement at the entrance on parcel <b>XXX</b> for the planned or future neighborhood sign or structure. DCM Ref: 3.2.5.1.1
5.2.1	Label the right-of-way dedication on <b>XXX</b> as: "A(n) X-foot wide strip of right-of-way from the centerline is hereby dedicated to the State of Delaware as per this plat." DCM Ref: 3.2.5.2
5.2.2	Label the right-of-way dedication on <b>XXX</b> as: "An additional X-feet of right-of-way is hereby dedicated to the State of Delaware as per this plat". DCM Ref: 3.2.5.2
5.2.3	Label the right-of-way reservation on <b>XXX</b> as: "A(n) X-foot wide strip is hereby reserved for the State of Delaware as per this plat, for future right-of-way needs." DCM Ref: 3.2.6
<b>Section 6: Connectivity</b>	
6.1	<b>Record Plan Identifies, the following:</b>
6.1.2	Show the location of any existing or proposed Type III subdivision street, Local or higher order road within the adjacent development. DCM Ref: 3.5.2.A.2
6.1.3	Show the location and spacing of existing or proposed bicycle and pedestrian connections. DCM Ref: 3.5.2.A
6.1.4	Type I and II Subdivision Streets or Industrial Streets connections may not be spaced at intervals greater than 1,000 feet as measured from the near side right-of-way line. Please revise the street layout so the interval is less than 1,000 feet. DCM Ref: 3.5.3.A
6.1.5	Type I and II Subdivision Streets or Industrial Streets connections may not be spaced at intervals greater than 500 feet in planned high density residential or high density mixed use developments. Please revise the street layout so the interval is less than 500 feet. DCM Ref: 3.5.3.B
6.1.6	Streets shall not be spaced more than 1,320 feet apart in subdivisions having lot sizes of one acre or greater. Please revise the street layout so the interval is less than 1,320 feet. DCM Ref: 3.5.3.C
6.1.7	The Approved Local Transportation Circulation Plans for <b>XXX</b> show a Type III subdivision street through the site. Please revise the street layout and ROW to include the Type III subdivision street. DCM Ref: 3.5.3
6.2	Sidewalks or shared-use paths are shown on the Plan, as required per 3.5.4.2. DCM Ref: 3.5.4.2

6.2.1	A shared use path / sidewalk across the sites frontage for projects requesting an EPA in all Investment Level Areas as defined by the State Strategies for Policies and Spending maps if the project generates 2,000 Average Daily Trips (ADT). DCM Ref: 3.5.4.2.A.1
6.2.1	A shared use path / sidewalk across the sites frontage for projects requesting an EPA in all Investment Level I and II Areas as defined by the State Strategies for Policies and Spending Maps (or a fee in lieu of construction, if a physical impossibility for construction exists). DCM Ref: 3.5.4.2.A.2
6.2.1	A shared use path / sidewalk across the sites frontage for projects requesting an EPA in all Investment Level III and Investment Level IV Areas as defined by the State Strategies for Policies and Spending Maps if the project abuts an existing facility, or at the Subdivision Engineer's discretion. DCM Ref: 3.5.4.2.A.3
6.2.2	Sidewalk needs to be revised and separated from the edge of road, pavement, driveways, parking lots, and site entrances in accordance with Chapter 5. DCM Ref: 3.5.4.2.E & 5.3.1.1
6.2.3	Sidewalk needs to be revised and kept free of utility poles, bushes, plants, and all other obstructions. DCM Ref: 3.5.4.2.F
6.2.4	Provide a minimum width eight foot access-way within a minimum recorded open space width of 18 feet as shown in Figure 3.5.4.4-a. DCM Ref: 3.5.4.4.A
6.2.5	Access-ways are required on recorded open space on any block greater than 660 feet. Revise the street layout to provide an access-way on <b>XXX</b> . DCM Ref: 3.5.4.4.A.1
6.2.5	Provide an access-way to <b>XXX</b> one cul-de-sac to adjacent <b>XXX</b> cul-de-sac or street as shown in Figure 3.5.4.4-d. DCM Ref: 3.5.4.4.A.4
6.2.5	A street connection is not required, but please provide an access-way to provide access to <b>XXX</b> as shown in Figure 3.5.4.4-e. DCM Ref: 3.5.4.4.A.5
6.2.5	It appears as though an access-way should be provided to <b>XXX</b> which will reduce the walking or bicycle distance by at least 50%. Provide an access-way as shown in Figure 3.5.4.4-e. DCM Ref: 3.5.4.4.A.6
6.2.6	Access-ways are required on recorded open space on any block greater than 1,320 feet. Revise the street layout to provide access-ways on <b>XXX</b> . DCM Ref: 3.5.4.4.A.2
6.2.7	Please coordinate with DTC and/or the Local School District to determine location to add or designate within and/or adjacent to the proposed development for transit and school bus stop accommodations. DCM Ref: 3.5.5.2
6.2.8	To allow for car storage, increase the distance to at least 60 feet between the internal intersection and driveway entrance. DCM Ref: 3.5.7.4.B
<b>Section 7: Preliminary Entrance Plan</b>	
7.1	Include the following information on the Preliminary Entrance Plan: <ul style="list-style-type: none"> <li>1. Proposed lane configurations with dimensions.</li> <li>2. All Required Turn Lanes configurations and dimensions.</li> <li>3. Sidewalk / Shared Use Path across site frontage(s) with tie-ins</li> <li>4. Proposed Shoulders with dimensions</li> <li>5. Proposed drainage structures and pipes along site frontage.</li> <li>6. Proposed stormwater features along site frontage.</li> <li>7. Existing and proposed utility locations.</li> </ul>