

REQUIREMENTS FOR THE PLAN REVIEW MEETING-ROAD PROJECT

Revised 3/10/05

Plans submitted for the plan review should contain the following:

1. Title Sheet
 - a. Location map
 - b. POB & POE (Sta & M.P.)
 - c. Traffic data and design speed (including locations of speed changes)
 - d. Control section, job number, physical reference number (PR#)
 - e. North arrow
 - f. County, city/village, section, township and range
 - g. Unit leader/consultant
 - h. Station equations and structure numbers
 - i. Legend
 - j. Detour route
 - k. Plan sheet index (Part 1 - Road, Part 2 - Bridge)
 - l. Project length
 - m. Description of work
 - n. Construction influence area
 - o. List of possible Special Use Permits (for discussion only)
 - p. Design ESAL's (Flexible and/or Rigid as required)

2. Vicinity Map
(Projects involving relocation or that alter an existing alignment with significant ROW acquisition)
 - a. Parcel lines with parcel numbers (if available), plats, section corners and section lines, town & range
 - b. Stationing with proposed ROW widths.

3. Drainage Map
 - a. County drains
 - b. Cross culvert locations
 - c. Directions of flow
 - d. Culvert/sewer sizes
 - e. Drainage data tabulation for culverts
 - f. Profile of trunk sewer & drainage outlets

4. Typical Cross Sections
 - a. Existing
 - stationing
 - survey centerline
 - ROW
 - lane and shoulder widths
 - depth and width of asphalt/concrete, base and subbase
 - crown location and pavement slope

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4. Typical Cross Sections (cont'd)
 - removal items
 - pavement
 - curb and gutter (type)
 - earth excavation
 - sideslopes
 - guardrail locations (type and length)
 - superelevation and point of rotation
 - cold-milling depth and control point
 - trenching limits
 - crush and shape limits
 - existing sidewalk location
 - existing underdrain location
 - b. Proposed
 - stationing
 - ROW
 - survey and construction centerline (including ties to survey centerline)
 - crown location and pavement slope
 - lane and shoulder widths
 - typicals to reflect each situation (normal crown, superelevation, guardrail section, ditch section, fill section and widening section)
 - identify earth excavation and embankment
 - station grading limits (if applicable)
 - width and depth of hma/concrete, base and subbase
 - plan grade location with point of rotation
 - type of curb and gutter
 - hma application table
 - superelevation with transition stationing
 - slope restoration or seeding/sodding items
 - sideslopes and ditches
 - guardrail
 - concrete joint legend
 - trunk sewer location
 - underdrains
 - sidewalk width, slope & location
5. Miscellaneous Detail Sheet
 - a. Cross roads
 - b. Turn lanes, passing flares and intermittent widening
 - c. Guardrail layout (with worksheets)
 - d. Median cross-overs (typical section and plan layout)

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5. Miscellaneous Detail Sheet (cont'd)
 - e. Temporary cross-overs or runarounds
 - f. Parking areas
 - g. Ramp terminal details
 - h. Intersection layout
 - i. Curbed islands, special drainage structures, etc
 - j. Driveway details
 - k. Butt joint/pavement transition detail

6. Note Sheet
 - a. Standard notes
 - b. Utilities & Public Agencies
 - company name/public agency
 - address
 - phone number
 - contact person
 - type of utility
 - c. Standard plans/Special details
 - d. Miscellaneous quantities
 - soil erosion and sedimentation control pay items

7. Standard Symbol Sheet (legend sheet) - update Special Legend this Project

8. Alignment witnesses, benchmarks, control point witnesses and government corner witnesses. Plot these points on plan sheets.

9. Alignment sheets - show curve data, existing & prop super elevation and tangent bearings

10. Removal and Construction Sheets
 - a. Existing and proposed ROW, grading permits, plats, lot numbers and house numbers
 - limited access
 - clear vision corners
 - permits to grade, to relocate drives, consent to close drives
 - b. Existing topography
 - c. Stationing
 - d. Bearings
 - e. Curve data
 - f. Superelevation (existing and proposed)
 - g. Limits of removal items
 - slopestake lines
 - pavement and shoulders
 - crush and shape

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10. Removal and Construction Sheets (cont'd)
 - rubblizing
 - coldmilling
 - sidewalk
 - curb & gutter
 - h. Limits of construction items
 - hma approach
 - miscellaneous concrete
 - proposed e.o.m.
 - curb & gutter
 - guardrail
 - i. Utilities
 - water
 - telephone - Label as "Caution: Critical Underground Utility"
 - electrical - Label as "Caution: Hazardous or Flammable Material"
 - gas - Label as "Caution: Hazardous or Flammable Material"
 - cable - Label as "Caution: Critical Underground Utility"
 - j. Existing and proposed culverts, storm sewer and end treatments
 - k. Lane additions/drops/transitions/right turn/passing flare (dimension curb taper, lane tapers and driveway/approach roadway radii)
 - l. Roadside obstacles
 - trees
 - headwalls
 - retaining walls
 - signs, light poles, etc.
 - fences
 - m. Soil erosion and sedimentation control pay items/key legend
 - n. Show Outfall Label on appropriate outlet end sections and headwalls into wet areas
11. Profile Sheets
 - a. Existing and proposed elevations
 - ditch grades
 - PVI stationing, PVC & PVT locations
 - curve lengths (K-Value, SSD)
 - tangent grades
 - b. Existing and proposed storm and sanitary sewer, culvert and drainage structures
 - c. Existing ground profiles and ground points
 - d. Sidewalk profiles and/or top of curb profiles
 - e. Cross road or street profiles
 - f. Water table
 - g. Rock/peat/muck undercut locations

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11. Profile Sheets (cont'd)
 - h. Existing underground utilities
 - water
 - gas
 - sanitary sewer
 - i. Earthwork quantities (embankment, earth excavation, subbase, topsoil stripping, peat excavation, swamp backfill)
 - j. Type line information (side slope and ditch information, superelevation and transition information, curb and gutter information)
 - k. Soil erosion and sedimentation control key numbers
12. Interchange/Ramp/Cross Road Plan and Profile Sheets - same information needed, shown under Sections 10 & 11
13. Preliminary Wetland Mitigation Sheets with soil erosion and sedimentation control measures shown
14. Preliminary Rest Area/Landscaping Sheets
 - a. ramp curve data
 - b. clear vision areas
 - c. soil erosion and sedimentation control measures
15. Preliminary Construction Staging
Maintaining Traffic Sheets, staging typical sections, detour map
16. Soil Boring/Pavement Coring Sheets - plot locations on plans
17. Preliminary Signing Plans
18. Preliminary Pavement Marking Sheets
19. Preliminary Traffic Signal Plans
20. Utility Sheets
 - a. water
 - b. lighting
 - c. sewer
21. Bridge Plans
22. Additional items to be included:
 - a. drafts of unique special provisions

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22. Additional items to be included (cont'd)
 - b. latest cost estimate
 - c. preliminary maintaining traffic special provision
 - d. copies of guardrail worksheets
 - e. Checklist of Frequently Used Special Provisions and Supplemental Specifications
 - f. copy of Pavement Design letter
 - g. Crash Analysis