DEVELOPMENT PLAN CHECKLIST				
1.0 GENERAL				
Section	**Description**	**Check Box**	**Sheet Number**	**If Check Box is left unchecked, provide explanation below**
1.1	Additional information as required by specific Land Use Section	☐		
1.2	All sheets to include sheet number (Sheet ____of ____)	☐		
1.3	Seal and signature on each sheet by a professional engineer or land surveyor, or clearly marked "Preliminary"	☐		
1.4	All plan/profile sheets to include a graphic scale (horizontal - 1" = 50' or larger; vertical - 1" = 5'or larger)	☐		
1.5	All sheets to include date of plan preparation.	☐		
1.6	All sheets to include revision date(s).	☐		
1.7	All sheets to include a title block that has at a minimum the title of the project.	☐		
2.0 COVER SHEET				
2.1	Name of development and phase/block as applicable.	☐		
2.2	Seal and signature by a professional engineer or land surveyor, or clearly marked "Preliminary"	☐		
2.3	Title block including Owner/Developer Name, telephone number, address, e-mail; Engineer Name, telephone number, address, e-mail.	☐		
2.4	Parcel identification including legal reference, tax map number(s), present zoning, total acreage, County, and magisterial district.	☐		
2.5	Plan sheet index.	☐		
2.6	Vicinity map (1" = 2,000') with north arrow.	☐		
2.7	Reference of all previously approved master plans, waivers, variances, rezonings or proffers approved for this site including date of approval and approving entity. Location of this information may vary per locality.	☐		
2.8	Latitude and longitude of connection to all VDOT maintained roadways.	☐		
2.9	Tabulation of total number of lots/units to account for the total site acreage.	☐		
2.10	VDOT Standard Notes. May be on Sheet 2.	☐		
2.11	Plan Legend. May be on Sheet 2.	☐		

	3.0 PLAN SHEETS			
Section	**Description**	**Check Box**	**Sheet Number**	**If Check Box is left unchecked, provide explanation below**
3.1	Survey and mapping control information including north arrow, benchmark, datum, elevations, and connection distance to nearest intersection of a state route or commercial entrance.	☐		
3.2	Parcel information for development and adjacent parcels including tax map numbers, owners' names, present zoning.	☐		
3.3	Existing and proposed contours with differing and distinguishable line types at a maximum of 5' intervals.	☐		
3.4	Elevation labels for index contours. Minimum of 2 labels per index contour.	☐		
3.5	Proposed street names.	☐		
3.6	Road names and route numbers of all existing VDOT maintained roadways that are being connected to with the development.	☐		
3.7	Posted or regulatory speed limit of all existing VDOT maintained roadways that are being connected to with the development.	☐		
3.8	Design speed for proposed roadways.	☐		
3.9	Clearly identified site layout including lot numbers and acreage.	☐		
3.10	Clearly label all existing and proposed right-of-way, including width.	☐		
3.11	Clearly label existing and proposed edge of pavement, roadway centerline, roadway width, curb type, storm structures, signage as appropriate, existing and proposed utilities within existing and proposed right-of-way.	☐		
3.12	Clearly label radius of all intersection returns measured from face of curb or edge of pavement as appropriate.	☐		
3.13	Clearly label the angle between road centerlines at each skew intersection.	☐		
3.14	Clearly label the angle between each upstream pipe and downstream pipe at each drainage structure as applicable.	☐		
3.15	Clearly label all roadway centerline radii.	☐		
3.16	Clearly label the distance to the nearest state route intersection, commercial entrance, or cross-over on each side of the proposed street connection measured to the nearest foot center to center	☐		
3.17	Clearly label all existing and proposed turn lane and taper widths and lengths.	☐		
3.18	Provide stations tick marks and labels at 100 foot intervals along the roadway centerline and at points of curvature and tangent, intersections, section limits, and turnarounds. Provide tick marks only at each intermediate 50 foot station.	☐		

	3.0 PLAN SHEETS			
Section	**Description**	**Check Box**	**Sheet Number**	**If Check Box is left unchecked, provide explanation below**
3.19	Clearly identify all existing and proposed easements within or immediately adjacent to State maintained right-of-way. Include use, legal reference, and bearings and distances.	☐		
3.20	Clearly identify all roadways to remain privately maintained	☐		
3.21	For on-street parking on one side only, clearly identify side of street parking will be located.	☐		
3.22	Show intersection sight line triangles at each intersection. Include available sight distance, offset from edge of travel way, centerline offset, and sight line profiles.	☐		
	4.0 PROFILE SHEETS			
4.1	Clearly label existing and proposed elevations at 25 foot interval.	☐		
4.2	Design Speed of proposed roadway	☐		
4.3	Existing grade line at roadway centerline	☐		
4.4	Finished grade line of centerline, mainline and connections	☐		
4.5	Percent grade of centerline, elevation and station of PVI, PVC, and PVT, Length of vertical curve, and K value of vertical curve	☐		
4.6	Provide adequate landing at each intersection as defined in Appendix B or B(1) as applicable in the VDOT Road Design Manual.	☐		
4.7	Station and finished elevation of high point (crest) and low point (sag)	☐		
4.8	Stations on profiles in agreement with stations on plan view	☐		
4.9	Invert elevations (In and Out), type of structure, and rim elevations for storm sewer structures	☐		
4.10	Pipe material, diameter, length, and slope for storm sewer	☐		
4.11	Show sanitary sewer, waterline, and storm sewer crossings to scale and at correct invert elevation at the centerline of roadway	☐		
4.12	Profile and grade for outfall channels shown and/or special channels	☐		
4.13	Show HGL of the governing design storm at each storm structure	☐		
4.14	Sight line, available sight distance, height of eye (3.5') and height of object (3.5' feet intersection sight distance, 2' stopping sight distance) for sight distance profiles	☐		
4.15	Location, finished elevation, and station of cross-street intersections	☐		

	5.0 DETAILS			
Section	**Description**	**Check Box**	**Sheet Number**	**If Check Box is left unchecked, provide explanation below**
5.1	Standard details from current versions of Road Design Manual, Road and Bridge Standards, VDOT Drainage Manual, etc. as appropriate and required by local Land Development office.	☐		
5.2	Details showing method of connecting to existing storm sewer structures	☐		
5.3	Detail showing roadway layout with ADT of each roadway labeled	☐		
5.4	Include potential ADT of adjacent parcels at stub streets based on potential density of existing zoning	☐		
5.5	Provide structure schedule including top elevation, invert in/out elevation, structure type, inlet length as appropriate, height of structure, hydraulic grade line elevation for each structure	☐		
5.6	Provide pipe schedule including material, diameter, upstream/downstream invert elevation, grade	☐		
	6.0 ROADWAY TYPICAL SECTION			
6.1	Pavement structure including thickness and material of each layer shown graphically	☐		
6.2	Width of each travel lane from edge of pavement to edge of pavement	☐		
6.3	Width of each bicycle lane as appropriate	☐		
6.4	Curb and gutter type as applicable, labeled and shown graphically	☐		
6.5	Shoulder cross-slope and width as applicable shown graphically	☐		
6.6	Roadside ditch typical section as applicable shown graphically	☐		
6.7	Sidewalk width and cross-slope as applicable shown graphically	☐		
6.8	Buffer width and cross-slope between back of curb and sidewalk as applicable	☐		
6.9	Street tree graphically shown with dimension to back of curb as applicable	☐		
6.10	Location and width of proposed right-of-way lines	☐		
6.11	Show clear zone as defined in Appendix A of the Road Design Manual	☐		
6.12	Clearly label road name with applicable typical section	☐		
6.13	Clearly identify roadway design speed	☐		
6.14	Clearly label design standard used (SSAR or appropriate GS)	☐		
6.15	Clearly label whether there will be on-street parking (one side, both sides, or none)	☐		

	7.0 MAINTENANCE OF TRAFFIC (MOT)			
Section	**Description**	**Check Box**	**Sheet Number**	**If Check Box is left unchecked, provide explanation below**
7.1	Appropriate TTCs from the current version of the Virginia Work Area Protection Manual	☐		
7.2	Regulatory speed limit of roadway	☐		
7.3	Locations of channelizing devices and signage shown to scale and in plan view in accordance with appropriate TTC	☐		
7.4	Certification and signature of MOT plan preparer	☐		
7.5	Lane width(s) and number of travel lane(s) and turn lane(s) to be maintained	☐		
7.6	Identify all detour/alternate routes	☐		
7.7	List allowable work activity hours	☐		
7.8	Clearly show access to all businesses and private dwellings	☐		
7.9	Provide note with contact information for Transportation Operations Center (TOC) and incident management	☐		
7.10	Provide note indicating requirement for TOC to be contacted prior to any lane closure	☐		
7.11	MOT has been prepared in accordance with the VA Work Area Protection Manual and IIM-LD-241.5	☐		
	8.0 DRAINAGE PROFILES			
8.1	Existing grade line at storm sewer/ditch centerline.	☐		
8.2	Finished grade line of centerline at storm sewer/ditch centerline.	☐		
8.3	Stations on profiles in agreement with stations of storm sewer/ditch on plan view. Note, stationing for storm sewer/ditch typically different than stationing for road centerline.	☐		
8.4	Invert elevations (In and Out), type of structure, and rim elevations for storm sewer structures.	☐		
8.5	Clearly indicate "From" structure for each Invert In and "To" structure for each Invert Out at each storm structure.	☐		
8.6	Pipe material, diameter, length, and slope for storm sewer/culverts.	☐		
8.7	Show sanitary sewer, waterline, and any known utility crossings to scale and at correct invert elevation at the centerline of storm sewer/ditch.	☐		
8.8	Show HGL of the governing design storm at each storm structure.	☐		
8.9	Show grade/grade break of ditch centerline for each section of grade change.	☐		
8.10	Show station of each grade break on ditch centerline.	☐		
8.11	Show clearance between storm sewer/ditch centerline for each crossing utility as applicable.	☐		
8.12	Show minimum cover for each section of storm sewer as applicable.	☐		

	9.0 EROSION AND SEDIMENT CONTROL			
Section	**Description**	**Check Box**	**Sheet Number**	**If Check Box is left unchecked, provide explanation below**
9.1	Narrative with description of project including, but not excluded to erosion/drainage impact to existing and/or proposed public right-of-way	☐		
9.2	Description of E&SC measures proposed in existing and/or proposed public right-of-way. Description should include installation, maintenance, and removal procedures for each measure.	☐		
9.3	Legend of E&SC measure symbols.	☐		
9.4	Location of E&SC measures shown in plan view.	☐		
9.5	VDOT standard details for E&SC measures.	☐		
9.6	Drainage map showing offsite runoff that flows to existing and/or proposed right-of-way.	☐		