

# Access Management Division Plan Submission Checklist

SHA Tracking No.: 12APPG037XX

- North Arrow
- Location Map of 1"=2000'
- Plan dimension of 22" x 34"
- Scale of Drawing:**
  - Between 1" = 10' to 1" = 50'
  - 1" = 30' (preferred)
- Plans sealed and signed by a Professional Engineer (With PE Certification Note) or Professional Land Surveyor (as their licensing permits). This information must be shown on each sheet.
- Legend on the plan to indicate all symbols
- All plan revisions noted in the revision block and plan view, with date and symbol
- Type of existing roadway:
- Posted speed limit:
- Show and label existing and proposed right of way line and easements, include right of way plat numbers. Provide access control data (Right of Way line of Through Highway or Denial of Vehicular Access) if applicable.
- Show centerline of existing highway
- Show dimension of property in bearings and distances
- Show location and dimension of existing and proposed buildings, as indicated on the approved site plan
- Identify limit of work on plans
- Show elevations/contours existing and proposed
- Provide dimensions on all proposed improvements whenever typical section changes
- Identify lane assignments and widths
- Show limit of disturbance / top of cut / toe of fill
- Typical sections provided on plan showing existing and proposed conditions.
- Show all existing and relocated utility locations
- Show all existing entrances, public or private streets on adjacent properties and on opposite side of the roadway (this includes medians, crossover location, and median break if applicable)
- Show all existing & proposed curb and gutter/edge of paving
- Show all existing and proposed storm drain structures
- Show all ditches with flow directional arrows
- Roadside safety grading is 4:1 or flatter for appropriate distance
- Grading for curb backing is per AASHTO Roadside Design Guidelines
- Show all traffic signs, signal equipment and street lighting
- Show all existing and proposed traffic barrier (reference appropriate end treatment)
- Show all existing and proposed landscaping
- Show all topography
- Provide ADA compliant pedestrian ramps and sidewalk (5 FT Minimum Width)
- Provide pedestrian & ADA mobility during construction
- Reference appropriate SHA standard numbers on plan
- Show SHA paving specifications
- Clearly identify full depth paving, saw cuts, milling, overlays and wedge/leveling on typical sections and plan view
- Provide shoulder slope transitions

- Provide pavement core analysis (if applicable)
- Provide cross sections every 25'
- Historical, cultural and Archeological impacts (**check if "Yes"**)

**Traffic Impact Study**

- Required
- Not Required
- Submitted

**Traffic Signal**

- Existing
- Proposed
- Not applicable

**Roundabout Analysis**

- Required
- Not Required
- Submitted

- Streetscape or landscaping proposed (**check if "Yes"**)
- Structures: retaining walls, structure fills, supporting slopes, etc.
- All retaining walls are located outside SHA right-of-way
- Sight distance profile (Required on all projects)

**Type of commercial entrance:**

- Radius type
- Depressed type
- Full movement
- Directional
- One-way
- Stabilized construction entrance
- Other:

**Type of Street Connection:**

- Public
- Private
- Monumental

**Frontage improvement:**

- Deceleration lane      *Length:*                      *Width:*
- Acceleration lane      *Length:*                      *Width:*
- Left turn lane              *Length:*                      *Width:*
- By-pass lane                *Length:*                      *Width:*
- Channelization type:    A                      B                      C

**Roadway improvement:**

- Widening along a normal section
- Widening along super-elevated section
- Shifted centerline on travel lanes
- Typical closed section
- Typical open section