

PRELIMINARY PLAN WORKSHEET

- A. Preliminary plan shall be CADDs prepared, as scoped.
- B. Review copies shall be E-Plans (reduced size), as scoped

Title Sheet

- 1. Location sketch
- 2. I.D. - Project title
- 3. Design designation
- 4. Begin/End project limits (y, x coordinates)

Typical Section Sheet

- 1. Utilities/Railroads - name and contact person
- 2. DNR liaison - contact person
- 3. Diggers Hotline
- 4. Existing typical section (complete)
- 5. Proposed typical section (complete with pavement type and thickness)
 - a. Mainline
 - b. Side roads

E. Detail Sheets (include if applicable)

- 1. Project overview
- 2. Contour maps with match lines
- 3. Non-standard detail drawings (butt joints, sanitary storm sewer, etc.)
- 4. Intersection details if not standard
- 5. Traffic control concept plan, signals, signing, lighting and construction staging (drawings or memo)

F. Plan and Profile Sheets (should include existing topography or aerial photography)

- 1. Begin/End construction limits
- 2. Alignment (mainline and side roads)
 - a. Horizontal and vertical (calculated)
 - K-value
 - Degree/radius of curves/superelevation
 - Percent of grade
- 3. Slope intercepts
- 4. Right of way and easements
 - a. Existing and/or new
 - b. Existing access control
 - c. Property lines
 - d. Property owner names
- 5. Drainage arrows (direction of flow)
- 6. Drainage plan
 - a. Rural
 - 1. Cross drains (diameter and location)
 - 2. Special ditches
 - 3. Berms
 - 4. Channel relocation
 - 5. Structures requiring R/W
 - b. Urban
 - i. Outfalls
 - ii. Trunk line location
 - iii. Structures requiring R/W
- 7. Environmentally sensitive areas
- 8. Major erosion control (R/W required, retention or sedimentation basins, energy dissipaters, etc.)
 - Separate details or memo if minor
- 9. Numbered structures (including retaining walls high mast light and sign bridges)

- Type of work defined/notations per FDM

10. Existing utilities
11. Railroads - planned work
12. Rock profiles (both rip-able and hard) and marsh profiles
13. Existing and proposed access points including type
14. Existing advertising signs
15. Maintenance crossovers on multi-lane highways

G. Cross Section Sheets

1. Original ground
2. Marsh and rock lines
3. Proposed subgrade or finished grade
4. Cross drains
5. Sidewalk
6. Curb and gutter
7. Barrier wall
8. R/W or TLE, PLE
9. Interval (location as needed to determine R/W requirements)
 - a. Rural 100 ft -400 ft
 - b. Urban 50 ft - 100 ft
 - c. Entrances (driveway may be half-section)
 - d. Selected locations
 - e. Side roads

H. Additional Exhibits

1. Estimate. Only as detailed as plan
2. Preliminary earthwork balance
3. Commitments or issues of concern which affected design
4. Traffic Management Plan (TMP)
5. Preliminary Specials (if available)