Include the following information in the Preliminary Basis of Design narrative. See DCSM sections 2.1 and 2.5 for additional details.

**Instructions**:

Indicate your response to each item in the checklist. Select ‘Yes’ if the checklist item has been completed in full. Select ‘No’ or ‘N/A’ if that item is not included or not required for the specific project. Explain why that item has not been included in the submittal.

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| --- | --- |
| **RESPONSE** | **REQUIREMENTS** |
|  | **Civil** |
| Choose an item. | Confirm that the VTAS&S has been reviewed for civil narrative requirements. Confirm that SID has been consulted for the project. |
|  | **Environmental Pollution Control** |
| Choose an item. | Identify expected environmental pollution and the proposed method of control. |
| Choose an item. | Provide a detailed description for those facilities directly related to controlling air and water pollution such as sewage treatment plants, industrial treatment facilities, incinerators, smoke elimination facilities, and other similar projects. |
| Choose an item. | When subsurface tile filtration is being considered for sewage disposal, provide a soil percolation test will be required for each such disposal system. |
| Choose an item. | List all environmental control permits and notifications required. |
|  | **Site and Landscaping** |
| Choose an item. | Describe the site and facility location. Provide reasons for selection and orientation. |
| Choose an item. | Provide a list or description of utilities available at the site. |
| Choose an item. | Describe existing vegetation, bodies of water, topography, and soil conditions. |
| Choose an item. | Describe existing site improvements to remain, to be altered, and to be demolished. |
| Choose an item. | Describe existing pedestrian and vehicular access, roads, sidewalks, and parking to include Accessibility for the disabled. See DCSM section 1.7.2.3 for Accessibility standards. |
| Choose an item. | Describe proposed site improvements. |
| Choose an item. | Describe proposed contours, bodies of water, and landscaping improvements. |
|  | **Water Supply** |
| Choose an item. | Describe the existing system including, but not limited to, the type, capacity, condition, present water use, and unsatisfactory elements. |
| Choose an item. | State the type of construction proposed, the materials for water mains, the type of well, etc. |
| Choose an item. | Identify all standards (federal, state, and local) governing the design. |
|  | **Sewers and Sewage Disposal Systems** |
| Choose an item. | Describe the existing system indicating the type, capacity, condition, present flow, and unsatisfactory elements. |
| Choose an item. | State the degree of treatment necessary by effluent requirements and the units needed to treat. |
| Choose an item. | State the design factors with present and projected design population loads for sewage treatment plants. Confirm that appropriate state and local regulatory agencies have been contacted for coordinating efforts on the project. Coordination with regulatory agencies is required. |
| Choose an item. | State the materials to be used for sewer systems and sewage treatment plants. |
| Choose an item. | Identify the standards (federal, state, and local) governing the design. |
| Choose an item. | Describe the impact of steam condensate and cooling water discharges on existing sewer lines and sewage treatment plants. Provide the estimated cost of distribution and treatment of this additional loading. |
|  | **Roads, Driveways, Parking Areas, and Walks** |
| Choose an item. | For capital projects, include information showing the existing and proposed traffic pathways for pedestrians, ADA, vehicles, and any other relevant modes of transportation on the plan sheets for all phases of design. Show the information at a scale that is at least twice the scale of the disturbed area. Show all proposed staging areas. |
| Choose an item. | State the general soil conditions. Provide a brief outline of soil exploration and testing performed. |
| Choose an item. | Indicate CBR value and pavement recommendations. Show a typical paving section on the drawings. |
| Choose an item. | Describe the type and volume of traffic, controlling wheel loads, and types or classes of roads under consideration. Justify any deviation from criteria thickness for these classes. |
|  | **Dust and Erosion Control** |
| Choose an item. | Provide the design data and costs for dust and erosion control measures where applicable. Include a narrative regarding the type of treatment selected and reasons supporting that selection. Provide a list of the affected areas and factors behind the determination of these areas. |
|  | **Fencing** |
| Choose an item. | State the type, heights, and justification for fencing. |
|  | **Stormwater Management** |
| Choose an item. | Describe the measures to be taken and features or structures required to comply with the VTAS&S. |