Include the following information on the preliminary project drawings. See DCSM sections 2.3 and 2.5 for additional details on drawings. See DCSM sections 4.8, 7.7, and 7.8 for additional information on transportation, traffic, and parking requirements.

**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** |
|  | General |
| Choose an item. | Submit a site plan and composite utility plan for new construction and additions. Base the site plan on the latest approved comprehensive Virginia Tech Master Plan. |
| Choose an item. | Submit a statement of compliance with the VTAS&S for Erosion and Sediment Control and Stormwater Management. Confirm that SID has been included in site planning discussions. |
| Choose an item. | Show the exterior Accessible route on the site plan. Confirm that the route includes paths from the Accessible parking area to the curb cut, sidewalk, and entry (or entries) to the facility. Note the slope of route where applicable. |
| Choose an item. | Show plan scale and north arrow. |
| Choose an item. | Provide new and existing contours affected by work. |
| Choose an item. | Show floor and contour elevations. |
| Choose an item. | Show applicable boundaries with survey computations. |
| Choose an item. | Show dimensioned relationship of new work to boundaries and existing structures. |
| Choose an item. | Show location of test borings. |
| Choose an item. | Show fire department connection location. |
| Choose an item. | Show items to be demolished including structures, walks, utilities, trees, etc. |
| Choose an item. | Indicate proposed landscaping (planting materials). See landscape architecture drawings checklists and DCSM section 4.1. |
| Choose an item. | Indicate existing and new utilities. Include storm drainage and sewers, sanitary sewers, water supply and distribution, fuel gas distribution, steam distribution pipes and tunnels, building utility distribution pipes and tunnels, electric and telephone poles and lines, data infrastructure, and hydrant locations with data on fire flow test. |
| Choose an item. | Show site improvements such as fencing, lighting, etc. |
| Choose an item. | Provide typical paving section of each type and thickness required. |
| Choose an item. | Indicate any special earthwork recommendations and construction considerations noted in geotechnical or soils report. |
|  | General Transportation and Traffic |
| 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. | Provide location and quantities of general and accessible parking spaces. |
| Choose an item. | Show accessible routes. |
| Choose an item. | Show pedestrian traffic routes. |
| Choose an item. | Show fire truck access. |
| Choose an item. | Confirm that all modes of movement (vehicles, bikes, transit, scooters, pedestrians, etc.) have been included in transportation and traffic planning. |
| Choose an item. | Confirm that VDOT standards have been followed for all road and trail design. |
| Choose an item. | Confirm that all ADA routes have been maintained in the design (or that sufficient ADA routes have been designed in the plan). Coordinate with OUP and the Office for Equity and Accessibility for any changes. |
| Choose an item. | Confirm that transportation signage conforms to the VT Wayfinding Standards, VDOT, and MUTCD. |
| Choose an item. | Include the following in the general notes: All vehicle, bike, transit (road and trail), and other mobility mode disruptions shall be coordinated with the VT PM and shall require a minimum notice of 3 weeks, beginning with the combined submission of a detailed and clear plan and a Traffic and Construction Impact request through the [VT Campus Closures Map Viewer](https://www.arcgis.com/apps/webappviewer/index.html?id=75e09297df2b4307b0235645580bb7b5) website. Traffic disruption requests may be initiated using the “Submit Construction/Road Closure Request” link at the top of the web page. Contact the VT Transportation Planning Engineer for more information. Traffic disruptions during VT events such as large home sporting events and commencements shall not be permitted. Requests for exceptions during these events shall be submitted 6 months in advance, but these requests are typically denied. |
| Choose an item. | Indicate emergency routes on the plans and provide notification details and requirements for appropriate agencies when there are changes. |
| Choose an item. | Confirm that all delivery routes and site access shall be maintained. Access shall include mail, vending, general deliveries, garbage collection, and construction traffic. |
| Choose an item. | Confirm that all transportation routes have been designed for the largest vehicles expected to access the site using each route (garbage trucks, recycling trucks, delivery trucks, fire engines, etc.). |
| Choose an item. | Show that the proposed curb radii shall be large enough to accommodate all traffic including tractor-trailers, transit vehicles, and emergency vehicles. Indicate the turning movements and paths of the largest vehicles on the plans. |
| Choose an item. | Show all transportation routes of completed construction. |
| Choose an item. | Confirm that the landscaping and the future growth of the landscaping shall not impact transportation site distance, specifically avoiding impacts within sight lines from 2 feet to 7 feet above the paved traffic route. |
| Choose an item. | Show the smooth transition between all proposed and existing grades including asphalt, landscaping, concrete, etc. |
| Choose an item. | Show the grade to drain (i.e., positive drainage) for all work including asphalt, landscaping, concrete, etc. No ponding shall be permitted. |
| Choose an item. | Confirm pavement structure if existing pavement is being used in the design. |
| Choose an item. | Use the “continental” style pavement markings for crosswalks. See the standard crosswalk detail in the VT Design Standard Detail Library. |
| Choose an item. | Confirm that crosswalks cross roads perpendicular to the vehicle traffic flow. See the standard crosswalk detail in the VT Design Standard Detail Library. |
| Choose an item. | Confirm that crosswalks shall follow the lighting specifications in the crosswalk light standard in the VT Design Standard Detail Library. |
|  | Alternative Transportation |
| Choose an item. | Confirm that all bike lanes, transit stops and routes, and pedestrian routes shall be maintained during construction. If routes must be altered, indicate new routes and proper signage for the new routes. |
| Choose an item. | Confirm that the VT Bicycle Parking Master Plan has been used to determine the need and number of bike racks. |
| Choose an item. | Confirm that the location of bike racks has been reviewed and approved by OUP and Parking Services Alternative Transportation. |
| Choose an item. | Confirm that bike racks, bike shelters, and bike hubs/corrals shall follow the VT Site Furnishing Guide and the VT Bicycle Parking Master Plan. |
|  | Parking |
| Choose an item. | Confirm that the contractor parking statement has been included in the contract. |
| Choose an item. | Show that all parking spaces are 8.5' 🞨 18'. |
| Choose an item. | Show that all striped or hatched-out areas next to ADA parking are 8.5' 🞨 18'. |
| Choose an item. | Confirm that parking lot curbing shall meet VDOT standards. |
| Choose an item. | Show required service vehicle parking spaces on the plan. |
| Choose an item. | Show automated access gates where needed. |
| Choose an item. | Indicate the total number of parking spaces lost on the plans. Loss of parking spaces shall be minimized. Reduction of parking spaces shall be considered in project budget. |