



PLAN SUBMITTAL CHECKLIST

Project Name: _____

Connecting Roadway Name/Route Number: _____

County: _____ County Project Number: _____

Submittal Number: _____ Date of Submittal: _____ Date Received (VDOT Use): _____

Plan Designer: _____ Plan Designer Phone Number: _____

Plan Designer Address: _____

		Check Box	If Check Box is left unchecked, provide explanation below
Submittal Narrative	Total of (____) copies including a detailed description of project. Include proposed use, proposed trip generation, number of lots, etc. If resubmittal, include responses to review comments.	<input type="checkbox"/>	
Development Plan	Total of (____) copies	<input type="checkbox"/>	
Traffic Management Plan	Total of (____) copies. Note in the space to the right if included in Development Plan.	<input type="checkbox"/>	
Hydraulic Calculations	Total of (____) bound copies including summary of results, all applicable calculations, Drainage Area Maps	<input type="checkbox"/>	
Erosion and Sediment Control Plan	Total of (____) copies including E&SC narrative, E&SC measures in plan view, appropriate VDOT E&SC details. May be included as part of Development Plan.	<input type="checkbox"/>	
Geotechnical Report	Total of (____) bound copies	<input type="checkbox"/>	
Pavement Design Calculations	Total of (____) bound copies shall be submitted in accordance with the current Pavement Design Guide for Subdivision and Secondary Roads in Virginia.	<input type="checkbox"/>	
Traffic Analysis	Total of (____) bound copies including functional classification of roadways, existing AADT, ITE Code, Trip Generation Report, Turn Lane and Taper Warrant Analysis, and Intersection Analysis, as applicable. In addition, digital copy of any traffic analyses to be provided.	<input type="checkbox"/>	
Waivers/ Exceptions	Total of (____) appropriate forms. Appropriate form(s) signed, sealed, and completed in its entirety. Include index listing the form(s) and all attachments.	<input type="checkbox"/>	
Locally Required Checklists	Plan designer acknowledges local VDOT Land Use requirements concerning required area specific checklists	<input type="checkbox"/>	

I hereby certify to the best of my knowledge that the information shown on this checklist, any referenced checklist or any locally required checklists is included in the submitted plans and attachments.

Plan Designer Signature: _____

License Number: _____