APPENDIX A7 NO PLAN AND MINIMUM PLAN PROJECTS

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SECTION 1 - "NO PLAN" AND "MINIMUM PLAN" PROJECTS

GENERAL CONCEPTS

Description

The "No Plan" and "Minimum Plan" concepts provide for the accomplishment by contract of the type improvements that would not require complete and detailed surveys and plans, and where the use of standard Specifications would be appropriate.

Generally, the improvements will consist of widening, grading, draining and stabilizing primary and secondary roads with relatively low traffic volumes by using engineering judgment. Bridge/Structure improvements will consist of drainage structures, “bridge only” rehabilitation and replacement projects with minimal roadway approach work, bridge repair/maintenance and other engineered non-complex structures in nature. These types of projects are to be accomplished by the “Accelerated Bridge Plan” concept as defined in IIM-S&B-84. "No Plan" and "Minimum Plan" concepts are to be used only for projects where significant reductions in the cost/time of engineering, contract development and construction can be experienced by using these concepts to obtain the quality of improvement necessary for the particular situation. To optimize the usefulness of these concepts, very careful initial study and project selection by the District staff is required. The Federal Highway Administration has concurred with the use of the "No Plan" and "Minimum Plan" concepts on selected projects with Federal Oversight.

"No Plan" projects are used when-minimal survey is required to accomplish engineering, right of way and construction stakeout, and no major hydraulic analysis or river mechanics studies are needed. Right of way may be acquired on "No Plan" projects without the preparation of official plans as long as the value of the acquisition of each parcel does not exceed $5,000. If the anticipated acquisition value is greater than $5,000 per parcel or eminent domain will be required to acquire property, the information outlined in the Code of Virginia *§33.2-1001* (see below) shall be developed and provided for each parcel on which a certificate is to be filed. A "No Plan" contract contains an assembly of letter size sketches showing the location of the project with a typical cross section and estimated quantities.

“No Plan“ road projects and “Accelerated Bridge Plan” projects may be put together in a common contract in the same manner that a minimum plan (M) or construction plan (C) road project is contracted together with a bridge (B) project. When this is done, finished grade control must be provided through the limits of the 500 year flood plain at each bridge or major drainage structure located within the “No Plan” road project that requires a hydraulic analysis. When the contract contains an “Accelerated Bridge Plan” project the structure plans may consist of 8½” X 11” sketches inserted into the assembly or separate full scale bridge plans.

The current versions of the No Plan files are in ProjectWise* in the sub-directory for No Plan under Engineering Services (eng-ser).

* Rev. 7/18

A "Minimum Plan" project requires survey and topo to provide sufficient right of way plans necessary for the acquisition of right of way by the Right of Way Division and plan, profile and cross section sheets are to be provided. In the establishment of such projects, attention should be given to determine that the project location and selection is in an area where disruption due to construction can be tolerated by the users of that particular roadway for a reasonable period of time.

The "Accelerated Bridge Plan" process may be used with structures requiring “B” or “D” designation numbers and other structures requiring major hydraulic analysis or river mechanics studies, and may also be used for bridge repair/maintenance and other engineered structures when pertinent survey, exploration and engineering are needed. For “Accelerated Bridge Plan” projects, the plan submittal may consist of 8½” X 11” sketches inserted into the assembly or separate full scale bridge plans.

PUBLIC HEARING AND RIGHT OF WAY

All right of way negotiations are to be conducted in accordance with the applicable statutes, regulations, policies, and procedures stipulated in the Right of Way Division’s Manual of Instructions and related memoranda.

For “No Plan” projects any required right of way and/or easements will be secured by donation provided no condemnation is requested and no condemnation is required. However, right of way may be purchased without the preparation of official plans as long as the value of the acquisition of each parcel does not exceed $5,000, which does not include incidental cost, such as fencing, shrubbery, etc. If the anticipated acquisition value is greater than $5,000 per parcel or eminent domain is required the information as outlined in the Code of Virginia *§33.2-1001*[*] (see below) shall be developed and provided for each parcel on which a certificate is filed.

The Code of Virginia *§33.2-1001* states the Following:

> “If Right of Way is purchased the following information shall be provided: (i) the giving of plans and profile drawings of the project, showing cuts and fills, together with elevations and grades; (ii) explanation, in lay terms, of all proposed changes in profile, elevation and grade of the highway and entrances, including the elevations of proposed pavement and shoulders, both center and edges, with relation to the present pavement, and approximate grade of entrances to the property.”

To accompany the plat we need a plan view, profiles of road and entrances and cross sections. The plan area shown should extend about 100 feet on each side of the property to be condemned. If just beyond that is a major feature such as a large drainage pipe, box culvert, SWB, etc. the limits should probably be expanded as it may have some impact on the property value.

[*] Rev. 10/14

The plan should show the property boundary and all topographic features on the property (within the normal distance into the property) and all existing roadway features. The proposed roadway features (pavement, entrances, drainage, retaining walls, construction limits, guardrail, etc.) should be shown as well as the proposed right of way and easement limits. While not needed for the plans any drainage calculations should be retained in the file.

Right of Way Division will issue a Notice to Proceed on “No Plan” projects when incidental costs, such as fencing, shrubbery, etc. occur. Activity 52 should be added to iPM because of the costs.

The Commonwealth Transportation Board's resolution of February 16, 1961 specifies a minimum 40-foot right of way is to be provided for any initial improvement to the secondary system, except in extenuating circumstances.

Section §*33.2-332*, Code of Virginia permits consideration for hard surfacing of a secondary road on less than a 40-foot right of way.

Right of Way - Donations

An exception to the public hearing requirement will normally be executed on "No Plan" and "Minimum Plan" projects when all landowners are willing to donate the right of way provided there is no evidence of controversy, the landowners have been advised of their right to receive just compensation prior to requesting donations, and the project files have been so documented.

Right of Way - Acquisitions

On “No Plan” and “Minimum Plan” projects when right of way must be acquired, a "Willingness to Hold a Public Hearing" shall be advertised and public hearings shall be conducted upon request. A public hearing handout and appropriate environmental document, on projects with Federal Oversight, will be prepared following the usual guidelines. If there are questions concerning the public hearing requirements or procedures, check with the State Location and Design Engineer.

Right of Way – Certification

Type I certificates are required on all No Plan and Minimum Plan projects with the exception that a Type II certificate may be used if approved by the District [*]Engineer/Administrator or his designee.

[*] Rev. 7/15

SPECIAL DESIGN STRUCTURES, SOIL SURVEY AND PAVEMENT DESIGN

"No Plan" projects may include standard drainage structures or channel modifications that do not require a hydraulic study. Major structures with "B" or "D" designation numbers, major channel modifications or other structures that require a hydraulic study may be constructed under the "Accelerated Bridge Plan" concept. Separate bid items are to be set up when needed.

The District Materials section is to review the project site to determine if soil samples may be necessary The District Materials Engineer is to furnish recommendations regarding any undercutting or pipe bedding requirements and pavement design.

MOBILIZATION AND FIELD OFFICE

Mobilization is to be set up as a contract item on "No Plan" and "Minimum Plan" projects in accordance with VDOT's Road and Bridge Specifications.

When it is necessary to set up a field office, it is set up as a contract item in accordance with VDOT's Road and Bridge Specifications at the discretion of the District; however, other arrangements should be considered such as the use of existing facilities where feasible to eliminate the need for the extra cost of a field office.

DRAINAGE FACILITIES AND EROSION AND SEDIMENT CONTROL MEASURES

For all land disturbance activities that disturb an area equal to or greater than 10,000 square feet or 2,500 square feet or greater in Tidewater Virginia** an Erosion and Sediment Control (ESC) Plan and a Stormwater Pollution Prevention Plan (SWPPP) must be prepared and included in the contract documents. The appropriate notes on the SWPPP General Information* Sheets must be completed and included in the plan set or other such contract documents. Guidelines for developing and approving an ESC Plan are contained in the latest version of VDOT's Drainage Manual. Guidelines for completing the SWPPP General Information Sheets are contained in Chapter 10 of the latest version of VDOT's Drainage Manual.

Temporary and permanent erosion and sediment control measures are required in accordance with the Department's approved ESC and SWM Standards and Specifications. Plan details must accompany any plan narrative and shall denote the type and location of proposed erosion and sediment control measures.

Seeding operations, erosion, and sedimentation control measures shall be included as specific contract items in accordance with standard specifications and procedures. All drainage facilities shall be designed in accordance with the appropriate design criteria noted in the VDOT Drainage Manual and shall comply with Minimum Standard 19 of the Virginia Erosion and Sediment Control Law and Regulations.

** Tidewater, VA, as defined by the Virginia Chesapeake Bay Preservation Act, Title 10.1, Chapter 21, Code of Virginia.

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* Rev. 8/16

VPDES CONSTRUCTION GENERAL PERMIT AND POST CONSTRUCTION STORMWATER MANAGEMENT:

All land disturbing activities that disturb an area equal to or greater than one acre in size require coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities (VPDES Construction General Permit) issued by DEQ. Land disturbing activities located in Chesapeake Bay Preservation Areas that disturb between 2,500 square feet and up to one acre are not required to have construction permit coverage but are regulated by certain technical criteria and administrative requirements of the VSMP regulations. Routine maintenance activities are exempt from the VSMP Regulations and VPDES Construction General Permit but are regulated by the ESC Law and Regulations. (See the current version of IIM-LD-242 for additional information).

Post construction stormwater management has become complex with the current VSMP Regulations. Designers should engage stormwater requirements at the earliest stage of project development to ensure the purpose and need of the project can be accomplished. (See IIM-LD-195 and the VDOT Drainage Manual for additional information).*

CONTRACT TIME LIMIT

Generally, a fixed contract completion date should be established. However, the contract time limit should be determined after thorough consideration of the need to realize the lowest cost possible to provide the improvement at the earliest practical date.

PROCEDURES

General Description of Work

A general description of the work must be provided on the Project Narrative to denote the nature of the work to be performed, such as daylighting of slopes; realignment; intersection improvement; or widening of shoulders and ditch lines are to be completed by the District Engineer/Administrator's Staff. For VDOT advertised projects Form C-99 (No Plan and Minimum Plan Quantity Support Report) should be used. "Simple" sketches may be used in lieu of the narrative. They are to be submitted with the project assembly for the purpose of providing information concerning the general description of construction work from which to develop and support the construction cost estimate.

PROJECT SCOPING FIELD REVIEW

All projects are to be scoped and a Field Review is to be held in accordance with PM-100 these procedures will define the potential need for field and office engineering as well as right of way and environmental requirements.

* Rev. 8/16

"NO PLAN" PROJECTS

The "No Plan" concept may be used when:

(a) Minimal or no survey is required to accomplish engineering, right of way and construction stakeout.
(b) Improvements to roadways do not involve major structures with “B” or “D” designation numbers, channel modifications or special design items
(c) Major hydraulic analysis or river mechanics studies are not required.
(d) Rights of way are acquired through donations and no condemnation is required. (See Public Hearing and Right of Way in this section).*
(e) Environmental permits including VSMP Construction Permit coverage will not normally be required
(f) Construction & Plan/Contract Development activities must be handled in an expeditious manner
(g) Engineering is required

Projects that may be developed with the “No Plan” concept include, but are not limited to:

(a) Addition of Turn lanes
(b) Shoulder Widening, Ditch Work, Minor Relocation and Alignment Work
(c) Intersection Improvements
(d) Sidewalks and Curb Ramps
(e) Safety Improvements
(f) Guardrail Upgrade and Replacement
(g) Pavement Overlays and Pavement Markers and Markings
(h) Maintenance Operations
(i) Sign, Signal and Luminaire Repair and Replacement

“No Plan” projects and “Accelerated Bridge Plan” projects may be combined into the same contract. When the “Accelerated Bridge Plan” project involves a stream/river crossing, finished grade control shall be provided through the 500 year flood plain at each bridge or drainage structure.

District Engineer/Administrator’s Staff normally obtains any donated right of way by use of the appropriate Right of Way Forms. When a "No Plan" project is to be constructed within existing right of way, a note must be placed on the title sheet indicating that "All construction is to be performed within existing right of way."

* Rev. 1/20

The construction baseline should generally follow the center of the existing roadway; however, minor relocation and alignment improvements (horizontal and vertical), roadway widening, and turn lanes may be accomplished. The geometrics should comply with the appropriate design standards. However, where it is impractical or not economical to obtain the minimum design and a design exception is required, permission shall be secured from the State Location and Design Engineer and, if applicable, from the State Structure and Bridge Engineer and/or Federal Highway Administration.

The VDOT Project Manager, with the assistance of the project team, determines the typical section and furnishes an estimate of quantities on the "Quantity Support Report" Form C-99. Grading should generally be balanced and set up as a lump sum quantity. Form C-99 should indicate an estimate of grading quantities, including anticipated waste quantities, to guide the Construction Division in preparing the construction cost estimate.

When borrow material is anticipated, "Borrow Excavation" is to be set up as a separate bid item in accordance with VDOT's Road and Bridge Specifications. Borrow sources should be located and designated whenever possible in accordance with VDOT's *Road Design Manual* Chapter 2E, Section 2E.1 - SOIL SURVEY AND PAVEMENT DESIGN.

A unit price for extra excavation is to be established by the District Administrator's staff and entered on Form C-99 for inclusion in the contract assembly by the contract section.

The Project Manager is responsible for coordinating utility field inspections with the District Staff and preparing the field inspection reports. The District Engineer/Administrator's Staff is responsible for determining utility conflicts, method of adjustment, cost responsibility and for obtaining and forwarding all plans and estimates from utility owners to the District Engineer/Administrator (District Utilities Engineer) for approval and authorization. The District Engineer/Administrator (District Utilities Engineer) will then forward a copy of the approval and authorization letter to the Project Manager to be placed in the project.

The Project Manager or Responsible Charge is also responsible for notifying the District Engineer/Administrator's Staff (District Utilities Engineer) in writing, no later than 60 days prior to the advertisement of the project, that all arrangements have been made with the utility owners to relocate or adjust the utilities prior to or in conjunction with the project construction.

The Central Office Location and Design, Utilities Section will obtain any necessary FHWA authorization for utility work and will furnish utility clearances and estimates to the Construction Division for contract projects with federal funding. If no known utilities and/or railroads are involved, the plans will contain a note so stating.

The District Engineer/Administrator's Staff is responsible for the district project funding confirmation for "No Plan" Construction and Maintenance projects and shall sign the "No Plan" Title Sheet. For all other required signatures and Sealing and Signing, see the "No Plan" Title Sheet and Sealing and Signing Sheet, which can be found in ProjectWise* under the eng_ser directory, subfolder for "No Plan".

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* Rev. 7/18

The Project Manager or Responsible Change will submit stand alone “Accelerated Bridge Plan” assembly directly to the Construction Division for processing, construction advertisement and applicable federal authorization.

If the proposal and final estimate are developed by the District, the complete contract proposal (including all pertinent Copied Notes and Special Provisions and final estimate) shall be submitted no later than the Advertisement Plan Submission date (column 6 of the “No Plan” advertisement cut-off date chart). Federal criteria sheet shall be included in the submission.

If the proposal and final estimate are to be developed by the Construction Division, the appropriate documentation shall be submitted no later than the Contract Development date (column 2 of the “No Plan” advertisement cut-off date chart). Proposals shall be developed utilizing approved templates.

On Secondary "No Plan" projects, the project manager will submit the plan assembly directly to the Central Office Plan Coordination Section for processing. Plan coordination will forward the plan assembly to the Construction Division for construction advertisement or authorization for State Force work on projects with Federal Oversight, whichever is applicable.

Primary "No Plan" projects will continue to be submitted to the Central Office Plan Coordination Section for processing and approval for advertisement Electronic Plan Submission. Construction plans will be retained in the District until right of way has been secured and arrangements made for utility adjustments. When retained, status reports (containing applicable correspondence) will be submitted by the District *Engineer/Administrator's staff quarterly until all right of way is acquired and utilities are clear.

"MINIMUM PLAN" PROJECTS

A "Minimum Plan" project requires survey and topo to provide sufficient right of way plans necessary for the acquisition of right of way by the Right of Way Division and plan, profile and cross section sheets are to be provided. In the establishment of such projects, attention should be given to determine that the project location and selection is in an area where disruption due to construction can be tolerated by the users of that particular roadway for a reasonable period of time.

Those projects that require an engineering design should be designated as "Minimum Plan" projects. This will provide the mechanism for the development of required engineering studies and will provide a vehicle for transmitting critical information to the contractor.

Projects that should be developed with the "Minimum Plan" concept include, but are not limited to:

(a) Projects requiring more than minimal survey
(b) Major stream crossing sites
(c) Projects that will require environmental evaluation and/or permits
(d) Projects requiring major hydraulic analysis or river mechanics studies
(e) Projects that involve the acquisition of right of way and/or condemnation

* Rev. 7/15

The basic difference between the "Minimum Plan" and the "No Plan" project is the need for more than minimal survey and topo to provide sufficient right of way plans necessary to acquire right of way. Form RW-205 or individual deed forms are to be used. If any additional right of way or easements are necessary, the right of way certificate and release for advertisement will be required. If additional right of way or easements are not required, the "Minimum Plan" title sheet is to contain a note indicating that "All construction is to be performed within existing right of way."

"Minimum Plan" projects may include relocation or alignment improvements (horizontal or vertical), roadway widening, and the addition of turn lanes that involve the acquisition of right of way and/or condemnations.

A general description of work must be provided on Form C-99 and the Field Narrative to denote additional work that is not covered on the plans.

Special attention should be given to major drainage sites and the limits set for the proposed right of way. The geometrics should comply with the appropriate design standards. However, where it is impractical or not economical to obtain minimum design standard a design exception is required, permission must be secured from the State Location and Design Engineer and, if applicable, from the Federal Highway Administration.

Quantities, typical sections, entrance profiles and other similar information should be shown on the initial plan and profile sheets. A grade line is required when the grade is to be different than that of the existing road. In areas where right of way is to be obtained and entrance grading is necessary, a profile showing the approximate grade of the proposed entrance should be included in the plan assembly.

When borrow material is anticipated, "Borrow Excavation" is to be set up as a separate bid item in accordance with Section 303 of VDOT's Road and Bridge Specifications. Borrow sources should be located and designated, whenever possible, in accordance with VDOT's Road Design Manual, Chapter 2E, Section 2E.1 - SOIL SURVEY AND PAVEMENT DESIGN.

A unit price for extra excavation is to be established by the District Construction Engineer or the District Engineer/Administrator's staff and entered on Form C-99 for inclusion in the contract assembly by the contract section.

The Project Manager is responsible for coordinating utility field inspections with the District Engineer/Administrator (District Utilities Engineer) and preparing the field inspection reports. Utility adjustments shall be handled in accordance with VDOT Survey Manual, Chapter 13* and Road Design Manual, Chapters 2E and 2G.

* Rev. 7/16

For all land disturbance activities that disturb an area equal to or greater than 10,000 square feet or 2,500 square feet or greater in the area defined as Tidewater Virginia**, an Erosion and Sediment Control Plan and a Stormwater Pollution Prevention Plan (SWPPP) must be developed, reviewed, and approved by appropriate qualified personnel in accordance with the latest version of VDOT's Drainage Manual.

** Tidewater, VA, as defined by the Virginia Chesapeake Bay Preservation Act, Title 10.1, Chapter 21, Code of Virginia.

For all land disturbance activities that disturb one acre of land or greater or 2,500 square feet or greater in an area locally designated as a Chesapeake Bay Preservation Area, a Stormwater Management Plan must be developed, reviewed, and approved by appropriate qualified personnel in accordance with the latest version of VDOT's Drainage Manual and IIM-LD-195.

PERMITS AND REVIEWS ("NO PLAN" AND "MINIMUM PLAN" PROJECTS)

Historical and archaeological reviews are to be made. (Request Forms LD-252 and EQ-429). The need for 401, 404, navigation, and other environmental permits are to be considered in accordance with the Guidelines for the Preparation of Permit Application. Any land disturbing activity that disturbs one acre or greater (or 2,500 square feet or greater in an area locally designated as a Chesapeake By Preservation Area, (except certain routine maintenance activities specifically exempted by the Virginia Stormwater Management Law and the Virginia Stormwater Management Program (VSMP) Permit Regulations - 4VAC50-30 et seq. and 4VAC50-60 et seq.) must have a project specific VSMP Construction Permit registration. Instructions for registering a project for VSMP Construction Permit coverage are contained in IIM-LD-242. (Request Form LD-445, 445A, 445B and 445C)

PLAN PREPARATION

The sample plan assemblies for both "No Plan" and "Minimum Plan" projects provide the manner of showing the minimum essential information and the notes necessary to govern construction. For the current version of the "No Plan" title sheet, see the CADD No Plan Directory, which is in ProjectWise* under Engineering Services (eng-ser).

"Minimum Plan" title sheet shall include all the information as that shown on a "Construction Plan" title sheet. Variation may be made to the formats to meet the specific project needs and to best utilize all available sheet space, thereby minimizing the total number of project assembly sheets. Careful attention should be given to the notes shown thereon.

The Contractor shall perform all construction surveying on "No Plan" and "Minimum Plan" projects in accordance with the Special Provision "Copied Note" for Section 105.10 of VDOT's Road and Bridge Specifications. (See VDOT Survey Manual, Chapter 8).

* Rev. 7/18

The plan assemblies for both “No Plan” and “Minimum Plan” projects are to be placed in ProjectWise* and transmitted electronically. The document assembly instructions are located in ProjectWise along with the other typical drawings needed for “No Plan” and “Minimum Plan” projects.

Generally, plan variations from AASHTO guidelines, as set forth in the Geometric Design Standards (See VDOT's *Road Design Manual*, Appendix A1), are not readily apparent in an Reassembly (consisting of the plan details, Form C-99, cost analysis, and narrative or description of the work) by the VDOT Project Manager and/or District Engineer/Administrator.

When “Minimum Plan” roadway projects are combined with “Accelerated Bridge Plan” projects, the proposal and final estimate will be developed by the Construction Division.

SPECIFICATIONS

It is intended that modified versions of parts of VDOT's Road and Bridge Specifications will be followed in order to reduce the field engineering and final computations required; however, the use of such modifications must still be consistent with good construction practices in relation to the kind and type of improvement being provided and must comply with the Department’s Approved Erosion and Sediment Control and Stormwater Management Standards and Specifications and the Virginia Stormwater Management Program Laws and Regulations.

A unit price for extra excavation is to be established by the District Construction Engineer or the District Engineer/Administrator's staff and entered on Form C-99 for inclusion in the contract assembly by the contract section.

The Special Provisions for "No Plan” and “Minimum Plan” Projects (available from VDOT's Construction Division) are approved by the Federal Highway Administration for use on a project by project basis. When additional changes to the Specifications are necessary, such changes should be documented and submitted with the project assembly. Any additional Special Provisions are to be reviewed by the Construction Division in ample time for inclusion in the project bid proposal.

Generally, materials from sources that have proven to be satisfactory in the past will normally be accepted by certification as determined by VDOT's Materials Division, subject to visual inspection at the project site.

The Contractor shall perform all construction surveying on "No Plan" and "Minimum Plan" projects in accordance with the Special Provision "Copied Note" for Section 105.10 of VDOT's Road and Bridge Specifications. (See VDOT Survey Manual, Chapter 8).

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* Rev. 7/18

Prospective bidders may be required to attend the Project Showing as a prerequisite for submitting a bid proposal for "No Plan" and "Minimum Plan" projects. When attendance is required, prospective bidders must register with the Engineer at the project showing and all attending parties are to be noted in the project showing letter. The Area Construction Engineer or Construction Manager and the Project Inspector must also attend the project showing. The Field Narrative will indicate if attendance is required.

PROJECT LAYOUT

If deemed necessary by the District *Engineer/Administrator or District Construction Engineer, marked stakes shall be established showing the approximate depth at centerline of major fills and cuts which exceed 4 feet and/or other areas as required. Marked stakes shall be in place at the time of the Project Showing.

Survey work for "Minimum Plan" projects should normally be performed in accordance with the VDOT Survey Instructions Manual or as otherwise determined by the District Engineer/Administrator or District Construction Engineer. The designer should determine in the early stages of the plan development where additional survey is needed in order to alleviate any major problem during construction. For entrance profiles on “Minimum Plan” projects see Appendix “F” – Section 4 – Entrances Affected by Highway Construction Projects.

INSPECTION AND RECORD KEEPING

Close coordination between the Project Inspector and the Contractor is necessary to assure the success of the "No Plan" and "Minimum Plan" concepts.

One loose leaf notebook is normally necessary on a "No Plan" or "Minimum Plan" project for use as a combination diary, materials book, and sketch book provided that electronic versions of these materials are not available.

Alignment and sketches may be entered in accordance with standard procedures or, where feasible, small sketches may be glued into the notebook to properly indicate the work performed.

* Rev. 7/15

Where it is determined by the District that "As Built Plans" are more practical, they may be used in lieu of entering alignment, sketches, and summaries in the notebook. When "As Built Plans" are used, any changes, additions, or deletions of any nature are to be clearly indicated on the prints/files furnished to the Inspector with the diary and materials information entered in the notebook.

All documents pertaining to the SWPPP for the project shall be kept in an individual notebook or folder and shall be available for review upon request during normal working business hours (See VDOT's Drainage Manual).*

Upon the completion of a project, all records shall be submitted in accordance with standard procedures; except that after verification of the materials section by the District Materials Engineer, a reproducible copy of the materials section of the notebook/file is to be furnished to the State Materials Engineer in lieu of furnishing the original document/file.

* Rev. 7/16

NO PLAN EXAMPLE

NO PLAN PROJECT
COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION

REV. 5-03

DISTRICT:	**COUNTY:**	**PPMS NO:**
Bristol	Buchanan	58266

FUNCTIONAL CLASS	**FHWA 534 DATA**	**TYPE CODE**
Rural Local		**IOOO**

ROUTE: 628 **PROJ**. 0628-013-P56, N501 **FEDERAL AID:**

FROM: 0.67 Mi. S. Rte. 638 **TO:** 0.17 Mi. S. Rte. 638

LENGTH: 2640 Ft. 0.50 Miles

TOPO: Mnts. **DES. SPEED:** 20 MPH 200 VPD (2001)

DESIGNED BY: R. L. Musser **R/W DONATION:** Yes

Utilities No **and/or Railroads** No **are involved in the construction of this project.**

This project is to be constructed in accordance with the Department's Road and Bridge Specifications dated 2016*, Road and Bridge Standards dated July, 2016, Work Area Protection Manual dated May 2011 and as amended by contract provisions and the complete plan assembly.

"All curves are to be superelevated, transitioned and widened in accordance with proper highway engineering practices."

NOTE: THESE PLANS WERE DESIGNED IN ACCORDANCE WITH VIRGINIA RRR GUIDELINES.

RECOMMENDED FOR APPROVAL FOR CONSTRUCTION	
DATE	DISTRICT ADMINISTRATOR
DATE	PROGRAMMING DIVISION DIRECTOR
DATE	CHIEF FINANCIAL OFFICER
APPROVED FOR CONSTRUCTION	
DATE	CHIEF ENGINEER

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* Rev. 1/18

PROJECT LOCATION MAP

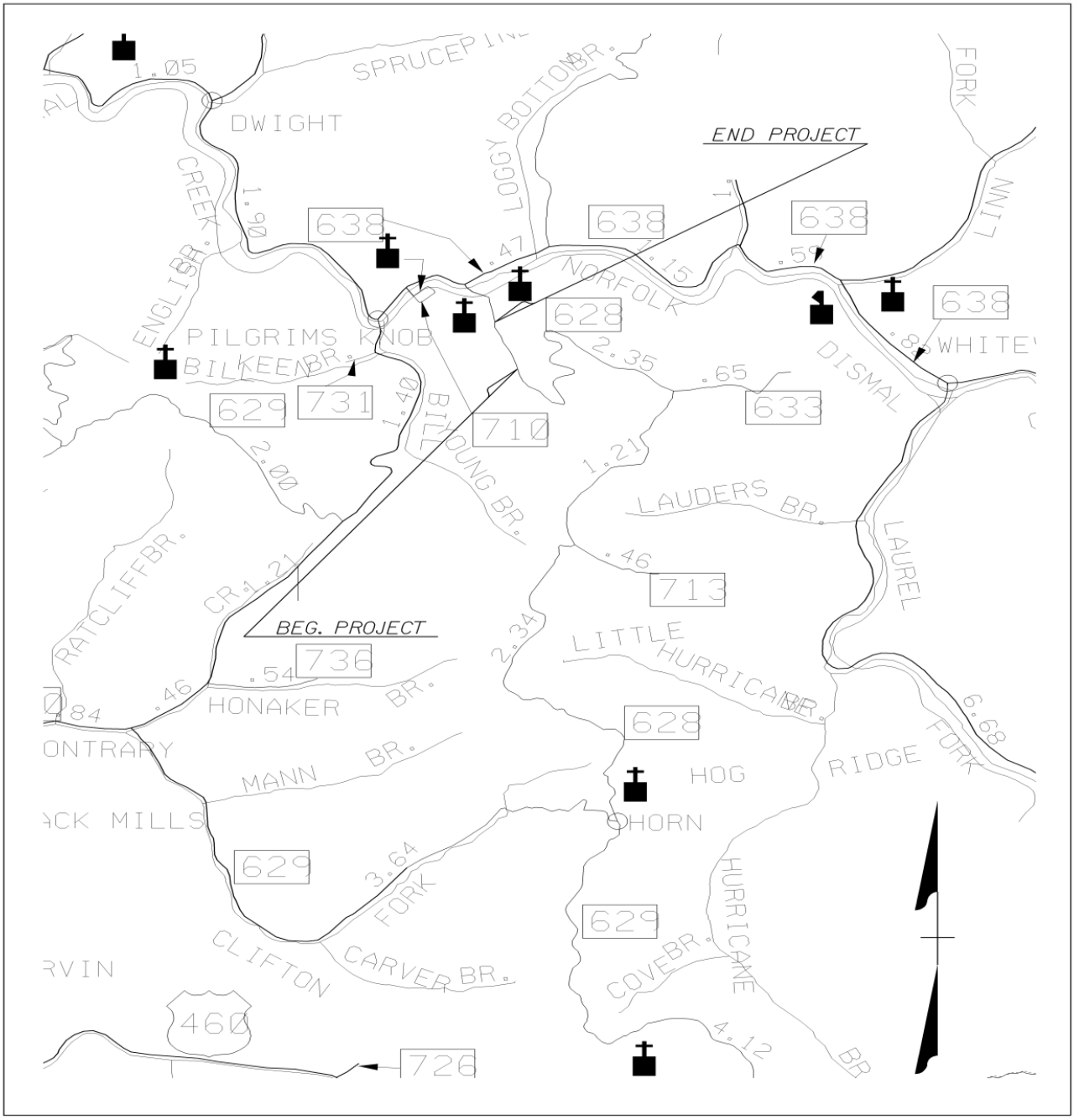

FIGURE A7-1* PROJECT LOCATION MAP

0628-013-P56, N501

ROUTE 628, BUCHANAN COUNTY

* Rev 10/20

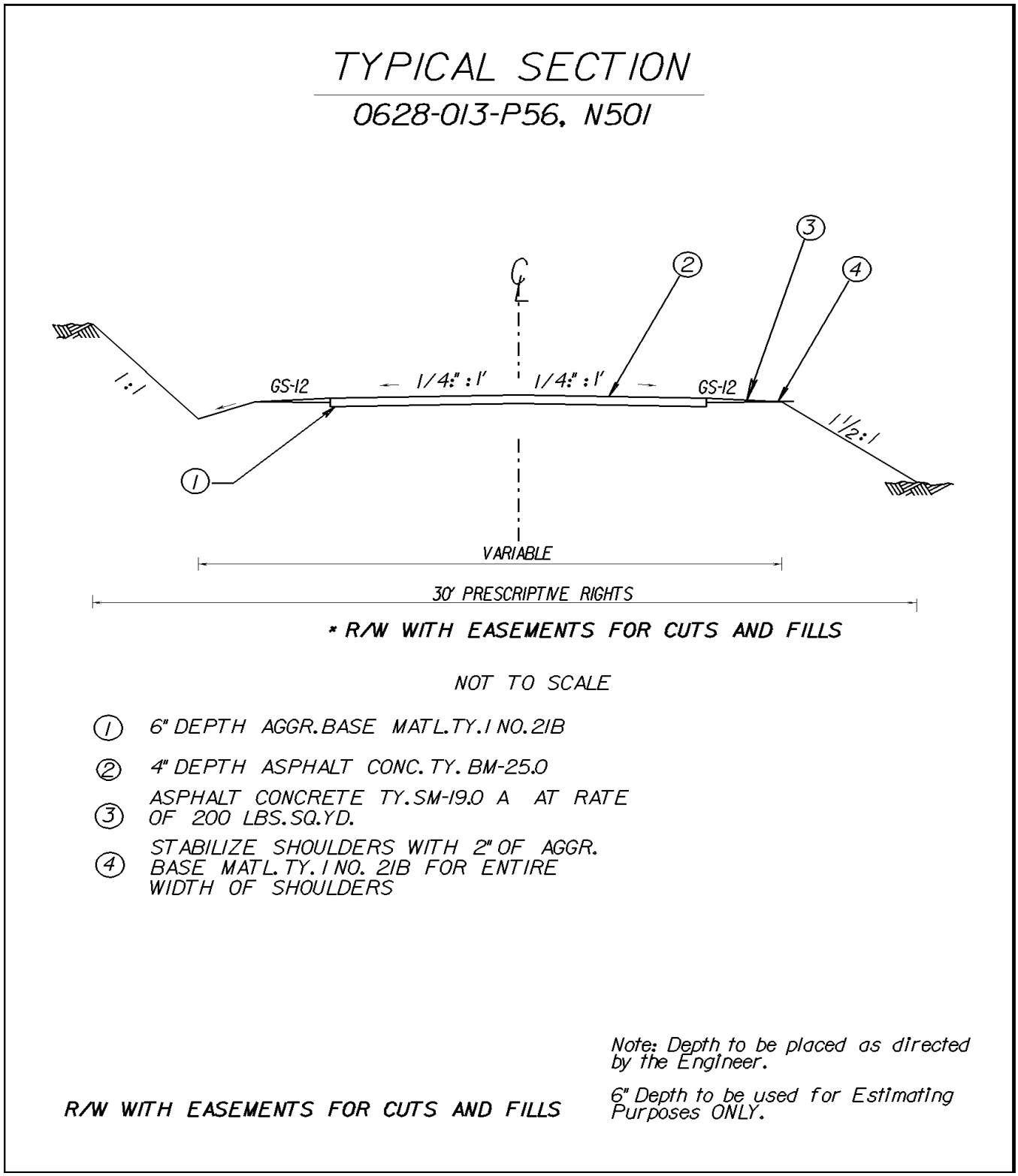

FIGURE A7-2 *PROJECT TYPICAL SECTION

*Increase shoulder width to 5' where guardrail is required.

* Rev 10/20

ROADSIDE DEVELOPMENT

CORE MIX

MIX	LBS./ ACRES	DESCRIPTION
1	100	* 100% CERTIFIED FINE FESCUE
2	100	100% CERTIFIED TALL FESCUE
3		50% CERTIFIED TALL FESCUE * 50% CERTIFIED FINE FESCUE
4		50% ORCHARD GRASS 50% CERTIFIED KENTUCKY BLUEGRASS
5		100% BERMUDA GRASS
TEMPORARY		
3/1 - 5/16 and 8/16 – 3/1		50% CERTIFIED TALL FESCUE 50%, BARLEY, WINTER RYE OR WINTER WHEAT
5/16 - 8/16		50% FOXTAIL MILLET 50% CERTIFIED TALL FESCUE

ALL RATES TO BE SPECIFIED BY THE DISTRICT ROADSIDE MANAGER.

* FINE FESCUES INCLUDE CHEWINGS, CREEPING RED, HARD, SHEEP

ADDITIVES

TYPE	LBS./ ACRES	DESCRIPTION
A		100% LOVE GRASS
B	20	100% BARLEY, WINTER RYE OR WINTERWHEAT
C	10	100% FOXTAIL MILLET
D	10	100% ANNUAL RYEGRASS
E	20	100% CROWNVETCH (LEGUME)
F		100% SERICEA LESPEDEZA (LEGUME)
G		100 % BIRDSFOOT TREFOIL (LEGUME)
H		100 % Perennial Ryegrass
I	10	White Clover
J		
K		

SEEDING SCHEDULE

SLOPES SEED MIX WITH ADDITIVE	MOWED SEED MIX WITH ADDITIVE	SLOPES SEED MIX WITH ADDITIVE	MOWED SEED MIX WITH ADDITIVE	SLOPES SEED MIX WITH ADDITIVE	MOWED SEED MIX WITH ADDITIVE
SPRING MONTH & DATE		SUMMER MONTH & DATE		FALL & WINTER MONTH & DATE	
Coastal 3/1 - 5/15 Piedmont 3/16 - 5/31 *Mountain 3/16 - 5/31		Coastal 5/16 - 9/15 Piedmont 6/1 - 9/15 Mountain 6/1 - 9/15		Coastal 9/16 - 11/15 Piedmont 9/16 - 10/31 Mountain 9/16 - 10/31	

PROJECT NUMBERS	2DI	1D	2CDI	1DC	2BI	1B
*SPECIFY KIND OF FINE FESCUE		HARD		HARD		HARD

MIX REQUIREMENT THIS PROJECT

RECOMMENDATIONS FOR THE APPLICATION OF SEED MIXTURES(CORE MIX AND ADDITIVES), FERTILIZER, LIME, ETC. ARE TO BE OBTAINED FROM THE DISTRICT ROADSIDE MANAGER.

* Rev. 8/16

Erosion & Sediment Control

See Drainage Manual, Chapter 10

SECTION OF SEED LOCATION

NOTES:

Approximately __2__acres will be disturbed on this project and will require the establishment of grasses and /or legumes.

☆ NOTES FOR FIELD USE ONLY

Over seeding rates shall be equal to the normal seeding quantity for permanent seeding* without fertilizer.

The Engineer will require the Contractor to perform supplemental seeding when less than 75 percent uniform stand of the permanent grass specified in the mixtures is obtained. (Annual species such as, Rye and Millet are temporary varieties and require supplemental seeding.)

NOTES APPLY TO SCHEDULE

Legume seed mixes (Birdsfoot Trefoil, Crown Vetch and Sericea Lespedeza) and Weeping Lovegrass shall not be used on shoulders and other locations flatter that 3:1 slope.

Legume Seed shall be inoculated with the appropriate strain and rate of bacteria. When hydroseeding, use five times the amount of the inoculate recommended by the manufacturer.

A temporary mix of erosion control mulch, as directed by the Engineer, is to be used only on areas that are to be regraded or later disturbed, if left dormant for more than 15 days.

The appropriate Erosion Control Mulch, as directed by the Engineer, is to be used on areas that are to be left dormant for more than 15 days between December 1 and february 28.

The appropriate Erosion Control Mulch, as listed on the VDOT Approved Products List, shall be applied in accordance with the manufacture's recommendations.

The appropriate Erosion Control Mulch shall provide 100% coverage of all denuded areas.

Spring & Summer and Fall & Winter defined for the purpose of determining whether hulled or unhulled Bermudagrass and Sericea Lespedeza seed is required:

Spring & Summer – 4/1 – 9/15 – use hulled seed
Fall & Winter – 9/15 – 4/1 – use unhulled seed

Type I mulch (Straw) to be used on newly seeded areas adjacent to all waterways, wetlands, swamps, or any area in which drainage flows toward areas under the jurisdiction of the environmental regulatory agencies.

Type I mulch shall be applied to provide a minimum 90% coverage.

Type I mulch shall be tacked with Fiber mulch at the rate of 750 lbs. per acre.

Type II mulch (Fiber mulch) may be substituted for Type I mulch at the recommendation of the District Roadside Manager.

Type II mulch shall be applied at a rate of 2500 lbs. (net dry weight) per acre to provide a minimum of 90 percent coverage, and shall be applied in a separate application.

All topsoil is to be free of hard lumps, clods, rocks and foreign debris and is to be hand raked to tie into existing lawns.

All seed must be in conformance with VDOT seed specifications for Grasses & Legumes and be provided at the project site in bags not opened and labeled for use on VDOT projects with a green tag certifying inspection by the Virginia Crop Improvement Association.

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* Rev. 8/16