

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))

Compliance	
Yes	NA
<input type="checkbox"/>	<input type="checkbox"/>

Note: This Checklist has been created to assist in and maintain a uniform review of Construction Design Documents for projects done under permit with the County. This document has been created by the Permit Section Staff and County Engineer to be utilized as a guide during review. This document is based off the IDOT Local Roads Phase II checklist, Will County Department of Highways Permit Regulations and Access Control Regulations and in no way supersedes IDOT Design requirements or the WCDOT Regulations. During plan review, the staff will utilize this document as a guide; however, the staff will also rely on their own knowledge and expertise to ensure a thorough review.

Some of the following sheets may be combined if space allows.

Cover Sheet

- | | | |
|---|--------------------------|--------------------------|
| 1. Index of sheets provided | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Show title information in the top center of sheet and include: | | |
| • County Highway number and common name | <input type="checkbox"/> | <input type="checkbox"/> |
| • Project description and Project Limits | <input type="checkbox"/> | <input type="checkbox"/> |
| • Location of improvement (municipality) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Township, Range, and Section Number | <input type="checkbox"/> | <input type="checkbox"/> |
| • Will County | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Provide address, contact name, and phone numbers for all utilities and local agencies involved | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Provide a project layout map at bottom center of the sheet | | |
| • Location of project, and north arrow | <input type="checkbox"/> | <input type="checkbox"/> |
| • Beginning and end stations | <input type="checkbox"/> | <input type="checkbox"/> |
| • Prominent features | <input type="checkbox"/> | <input type="checkbox"/> |
| • Names of special features | <input type="checkbox"/> | <input type="checkbox"/> |
| • Route and street names | <input type="checkbox"/> | <input type="checkbox"/> |
| • Scale of location map | <input type="checkbox"/> | <input type="checkbox"/> |
| • Township and range numbers | <input type="checkbox"/> | <input type="checkbox"/> |
| • Equation stations | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Provide the project gross and net lengths immediately below the layout map. Only include the mainline distances. | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Ensure the design engineer's signature, date of license expiration, and professional stamp are shown. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Show the information for "JULIE" on the cover sheet | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Show the design traffic, road classification, etc., pavement design if required. | <input type="checkbox"/> | <input type="checkbox"/> |

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	Yes	NA
9. List the posted speed limits	<input type="checkbox"/>	<input type="checkbox"/>
10. Show all of the required signature blocks	<input type="checkbox"/>	<input type="checkbox"/>
11. All IDOT section, project, job numbers.	<input type="checkbox"/>	<input type="checkbox"/>

Index of Sheets, Highway Standards, Plan Notes, Commitment

1. Completely fill out the sheet index (On smaller projects this can be placed on the cover sheet)	<input type="checkbox"/>	<input type="checkbox"/>
2. Provide a list of all IDOT Highway Standards necessary to construct the project. Also, include revision number (On smaller projects this can be placed on the cover sheet)	<input type="checkbox"/>	<input type="checkbox"/>
3. Include all applicable general plan notes including WCDOT notes (see below)	<input type="checkbox"/>	<input type="checkbox"/>
4. Show legend with applicable items	<input type="checkbox"/>	<input type="checkbox"/>

Summary of Quantities Sheet

1. Provide IDOT pay item descriptions for each item of work	<input type="checkbox"/>	<input type="checkbox"/>
2. Use the appropriate pay unit	<input type="checkbox"/>	<input type="checkbox"/>
3. Fill out the total quantities column	<input type="checkbox"/>	<input type="checkbox"/>
4. All quantities covered by special provision marked	<input type="checkbox"/>	<input type="checkbox"/>
5. Quantities match estimate of cost and schedule of quantities	<input type="checkbox"/>	<input type="checkbox"/>

Typical Section Sheet

1. Ensure that all applicable typical sections are provided (existing and proposed)	<input type="checkbox"/>	<input type="checkbox"/>
2. Typical sections and applicable station limits match	<input type="checkbox"/>	<input type="checkbox"/>
3. HMA Mix chart provided.	<input type="checkbox"/>	<input type="checkbox"/>
4. Ensure the following have been included on the typical section –found online		
• HMA Surface 1.5”, Mix D, N50 (or 70 if ADT>10,000), Leveling binder - ¾” & Var., HMA Base Course – 11.5” (min.), Aggregate Subgrade, 12”	<input type="checkbox"/>	<input type="checkbox"/>
• 1.5’ Bit. shoulder (full depth) – slope to match adjacent thru lane	<input type="checkbox"/>	<input type="checkbox"/>
• 10” PCC, 12” Aggregate Subgrade	<input type="checkbox"/>	<input type="checkbox"/>
• 12’ lanes and 16’ median or 32’ median for dual lefts on SRA	<input type="checkbox"/>	<input type="checkbox"/>
• 6.5’ wide Agg. Shoulder – 8” Thick – 4% slope	<input type="checkbox"/>	<input type="checkbox"/>
• Pavement slope: 1.5% inside thru lanes and left turn lanes - 2% outside thru lanes on multilane facilities and all right turn lanes	<input type="checkbox"/>	<input type="checkbox"/>

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	Yes	NA
• Sawcut pavement full depth – 6 inches in from asphalt edge - strip reflective crack control used	<input type="checkbox"/>	<input type="checkbox"/>
• B-6.24 curb and gutter with 10' desirable earth shelf at 5% slope	<input type="checkbox"/>	<input type="checkbox"/>
• 4:1 front slope with 2' ditch bottom – 3:1 back slope minimum	<input type="checkbox"/>	<input type="checkbox"/>
• 4" topsoil w/ Seeding Class 2A, fertilizer, erosion control blanket	<input type="checkbox"/>	<input type="checkbox"/>
5. Typical section matches Summary of Quantities	<input type="checkbox"/>	<input type="checkbox"/>
6. Reference the profile grade line if different from the centerline.	<input type="checkbox"/>	<input type="checkbox"/>
7. Notes specific to the typical sections	<input type="checkbox"/>	<input type="checkbox"/>
8. Structural pavement design if different than the County minimums	<input type="checkbox"/>	<input type="checkbox"/>

Alignment, Tie, and Benchmark Sheet

1. All PC's, PT's, POT's, and PI's shown with Illinois State Plane East coordinates using NAD83-2007 with Grid to Ground Factor	<input type="checkbox"/>	<input type="checkbox"/>
2. All above points shown with surface ties – tie locations are fully described	<input type="checkbox"/>	<input type="checkbox"/>
3. Two benchmarks from "Benchmarks Horizontal and Vertical Control" book surveyed and shown on plans and minimum one local benchmark established	<input type="checkbox"/>	<input type="checkbox"/>
4. When necessary for complex projects, include a geometric alignment figure. Include a coordinate layout sheet for all alignments, side roads, radius returns, and parking lots.	<input type="checkbox"/>	<input type="checkbox"/>

Stage of Construction and Traffic Control Sheet

1. Correct IDOT Highway Standards are used and referenced	<input type="checkbox"/>	<input type="checkbox"/>
2. When necessary, show plan view sheets		
• Temporary roadway horizontal alignment	<input type="checkbox"/>	<input type="checkbox"/>
• Temporary pavement widths	<input type="checkbox"/>	<input type="checkbox"/>
• Temporary traffic lanes	<input type="checkbox"/>	<input type="checkbox"/>
• Proposed construction staging	<input type="checkbox"/>	<input type="checkbox"/>
• Location of signing for work zones	<input type="checkbox"/>	<input type="checkbox"/>
• Temporary pavement markings	<input type="checkbox"/>	<input type="checkbox"/>
• Roadside safety layout	<input type="checkbox"/>	<input type="checkbox"/>
• General note for construction, closures, time frames, etc.	<input type="checkbox"/>	<input type="checkbox"/>
3. Portable/Changeable Electronic message boards shown to be used 3 days in advance and throughout project	<input type="checkbox"/>	<input type="checkbox"/>
4. Detour route – coordinate with appropriate roadway jurisdictions	<input type="checkbox"/>	<input type="checkbox"/>
5. Excavation and pavement widening on both sides of the pavement at any one	<input type="checkbox"/>	<input type="checkbox"/>

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))

Compliance	
Yes	NA

location at the same time will not be permitted per Article 701.08 of the IDOT specs.

Plan/Profile Sheet

- | | | |
|--|---|---|
| 1. Provide mainline plan and profile first followed by other plan and profile sheets as they appear along the centerline. | □ | □ |
| 2. Notes are brief, clear, and consistent | □ | □ |
| 3. Existing facilities shown with a light, dashed line and proposed facilities with a solid, dark line | □ | □ |
| 4. Removal items (separate sheet(s) if necessary) | | |
| 5. Note where centerline is not coincident with the survey line. Section line and centerline shall be the same unless otherwise approved. | □ | □ |
| 6. Mainline stationing increasing from left to right (south to north or west to east) and stationing matches existing stationing of County Highway | □ | □ |
| 7. Provide tic marks along the centerline at 50' intervals and note the station on every even 100' intervals and at all intersections | □ | □ |
| 8. Use match lines with baseline station labeled on the match line | □ | □ |
| 9. Show coordinates for all control points such as PI's, POT's, etc. | □ | □ |
| 10. 1"=20' horizontal scale used and 1"=5' or 2' vertical scale used | □ | □ |
| 11. All PC's and PT's shown along the centerline | □ | □ |
| 12. Horizontal and Vertical curve data & superelevation rates shown | □ | □ |
| 13. Where deflection angles are used, show the angle to the nearest second of a degree. Include coordinates. | □ | □ |
| 14. Pavement widths shown on each sheet and wherever there is a change | □ | □ |
| 15. North arrow provided | □ | □ |
| 16. Existing and proposed ROW and easements shown with all work within ROW | □ | □ |
| 17. All existing access points along development frontage to be removed | □ | □ |
| 18. All existing entrances to remain outside development frontage are reconstructed according to WCDOT detail, paved back to ROW unless an agricultural entrance, and culvert is relocated with 15"x30' minimum culvert-CSCP | □ | □ |
| 19. All existing and proposed guardrail located correctly with Type 1, Special, Tangent end sections. | □ | □ |
| 20. Existing and proposed profile shown | □ | □ |
| 21. Existing ground shown to 0.1', proposed pavement to 0.01' | □ | □ |

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	Yes	NA
22. Tangent grades shown to nearest hundredth of a percent (i.e. 0.01%).	<input type="checkbox"/>	<input type="checkbox"/>
23. Existing roadway signs relocated to 6'-12' from traveled way-white edge line	<input type="checkbox"/>	<input type="checkbox"/>
24. AR culverts are extended if needed – minimum 18" PCGSCP if replaced.	<input type="checkbox"/>	<input type="checkbox"/>
25. New/replaced side road culverts (Major/Minor Access) to be PCGSCP unless part of enclosed system which would then be RCP	<input type="checkbox"/>	<input type="checkbox"/>
26. Clear Zone is free of trees, power poles, etc.	<input type="checkbox"/>	<input type="checkbox"/>
27. Power poles are relocated to new ROW line in widening area	<input type="checkbox"/>	<input type="checkbox"/>
28. Existing utilities are shown and relocated as necessary – no utilities to remain under pavement or curb and gutter	<input type="checkbox"/>	<input type="checkbox"/>
29. New utilities are within 5' of proposed ROW or in easement outside ROW.	<input type="checkbox"/>	<input type="checkbox"/>
30. Butt joint provided outside widening limits	<input type="checkbox"/>	<input type="checkbox"/>
31. Station and offset information called out for:		
• Beginning and end points of the project	<input type="checkbox"/>	<input type="checkbox"/>
• Omissions from paving and station equations	<input type="checkbox"/>	<input type="checkbox"/>
• Horizontal Curve Points	<input type="checkbox"/>	<input type="checkbox"/>
• Beginning and end points of tapers	<input type="checkbox"/>	<input type="checkbox"/>
• Construction limit locations	<input type="checkbox"/>	<input type="checkbox"/>
• Right of way alignment breaks	<input type="checkbox"/>	<input type="checkbox"/>
• Curb returns for entrances and intersections	<input type="checkbox"/>	<input type="checkbox"/>
• Entrance centerlines	<input type="checkbox"/>	<input type="checkbox"/>
• Special construction applications	<input type="checkbox"/>	<input type="checkbox"/>
• Side street intersections	<input type="checkbox"/>	<input type="checkbox"/>
• Permanent survey and right of way markers	<input type="checkbox"/>	<input type="checkbox"/>
• Section lines	<input type="checkbox"/>	<input type="checkbox"/>
• Other necessary locations	<input type="checkbox"/>	<input type="checkbox"/>
32. Sidewalks are ADA compliant	<input type="checkbox"/>	<input type="checkbox"/>
33. Show the existing and proposed right of way	<input type="checkbox"/>	<input type="checkbox"/>
34. Show all approved points of entry or exits	<input type="checkbox"/>	<input type="checkbox"/>
35. For entrances and side road intersections, show the following		
• Facility with applicable street name, route number, or entrance type	<input type="checkbox"/>	<input type="checkbox"/>
• Existing surface material type	<input type="checkbox"/>	<input type="checkbox"/>
• Width of the intersecting facility	<input type="checkbox"/>	<input type="checkbox"/>
• For intersections with public roads, the angle of intersection from the side road centerline to the mainline centerline	<input type="checkbox"/>	<input type="checkbox"/>

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	Yes	NA
• Direction of ditch drainage	<input type="checkbox"/>	<input type="checkbox"/>
36. Properly label all additional improvements.	<input type="checkbox"/>	<input type="checkbox"/>
37. Provide additional profiles for:		
• Pavement edge	<input type="checkbox"/>	<input type="checkbox"/>
• Side roads	<input type="checkbox"/>	<input type="checkbox"/>
• Other special situations	<input type="checkbox"/>	<input type="checkbox"/>
38. Show locations of undercutting for unsuitable materials with cross hatching and show this excavation to the top of subgrade. Note the applicable stations and depth of excavation on the profile sheet.	<input type="checkbox"/>	<input type="checkbox"/>
39. For bridges within the project, show elevations for:		
• Abutments	<input type="checkbox"/>	<input type="checkbox"/>
• Piers	<input type="checkbox"/>	<input type="checkbox"/>
• Low vertical clearance points	<input type="checkbox"/>	<input type="checkbox"/>
• High water level	<input type="checkbox"/>	<input type="checkbox"/>
• Stream bed	<input type="checkbox"/>	<input type="checkbox"/>

Drainage and Utilities Information on Plan and Profile Sheet

1. For culverts show:		
• Centerline stations and offset for the ends	<input type="checkbox"/>	<input type="checkbox"/>
• Culvert type	<input type="checkbox"/>	<input type="checkbox"/>
• Pipe size and length	<input type="checkbox"/>	<input type="checkbox"/>
• Skew angle	<input type="checkbox"/>	<input type="checkbox"/>
• Upstream and downstream flow elevations	<input type="checkbox"/>	<input type="checkbox"/>
• End section or headwall type and size	<input type="checkbox"/>	<input type="checkbox"/>
• Applicable construction notes	<input type="checkbox"/>	<input type="checkbox"/>
2. Storm sewers, sanitary sewer, water main show type, pipe length and diameter, flow direction, gradient,	<input type="checkbox"/>	<input type="checkbox"/>
3. Manholes, catch basins, and inlets show station and offset, structure number, rim and invert elevations,	<input type="checkbox"/>	<input type="checkbox"/>
4. Manhole spacings are $\leq 350'$	<input type="checkbox"/>	<input type="checkbox"/>
5. Type 24 Frame and grate used for B-6.24.	<input type="checkbox"/>	<input type="checkbox"/>
6. Ditches:		
• Grades $\geq 0.5\%$, but $< 3\%$	<input type="checkbox"/>	<input type="checkbox"/>
• Centerline stationing	<input type="checkbox"/>	<input type="checkbox"/>

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	Yes	NA
• Beginning and ending elevations and stations	<input type="checkbox"/>	<input type="checkbox"/>
• Elevations at gradient changes	<input type="checkbox"/>	<input type="checkbox"/>
7. All underground utilities are shown and those under new pavement or curb and gutter are being relocated.	<input type="checkbox"/>	<input type="checkbox"/>
8. 6" underdrains on low side of superelevations and extending a min. 50' in either direction on vertical sags.	<input type="checkbox"/>	<input type="checkbox"/>
9. Proposed berms and detention facilities abide by 506 5/9-115.1 of ILCS.	<input type="checkbox"/>	<input type="checkbox"/>
10. Compensatory storage (detention) provided for 4 lane cross section (6 lanes for SRA and Freeways).	<input type="checkbox"/>	<input type="checkbox"/>

Intersection / Entrance Grading and Detail Sheet

1. Scale is 1"=20'	<input type="checkbox"/>	<input type="checkbox"/>
2. Meet minimum WCDOT's detail	<input type="checkbox"/>	<input type="checkbox"/>
3. Shoulder type(s), width	<input type="checkbox"/>	<input type="checkbox"/>
4. Curb type(s), transition location and length	<input type="checkbox"/>	<input type="checkbox"/>
5. Location of depressed curb and ADA ramps	<input type="checkbox"/>	<input type="checkbox"/>
6. Location of drainage structures	<input type="checkbox"/>	<input type="checkbox"/>
7. Radius	<input type="checkbox"/>	<input type="checkbox"/>
8. Two centered curb return labeled with radii and offset	<input type="checkbox"/>	<input type="checkbox"/>
9. All radius center, PC, PT points labeled with station and offset.	<input type="checkbox"/>	<input type="checkbox"/>
10. Elevations		
• Along both centerlines	<input type="checkbox"/>	<input type="checkbox"/>
• At the intersection of the centerlines	<input type="checkbox"/>	<input type="checkbox"/>
• Edge of pavement (including EOP through the intersection showing the crown of the main road is maintained)	<input type="checkbox"/>	<input type="checkbox"/>
• PC, PT, midpoint, low point, and high point of curb returns (quarter points if larger radii)	<input type="checkbox"/>	<input type="checkbox"/>
11. Pavement Jointing Plan for PCC	<input type="checkbox"/>	<input type="checkbox"/>

Pavement Marking Sheet

1. Scale is 1"=50'	<input type="checkbox"/>	<input type="checkbox"/>
2. All pavement marking noted as thermoplastic for HMA, polyurea for PCC	<input type="checkbox"/>	<input type="checkbox"/>
3. Reflective pavement markers shown with note to remove and adequately backfill (no cold patch) existing reflectors prior to overlay.	<input type="checkbox"/>	<input type="checkbox"/>
4. All stations, offsets and lane widths (12') marked	<input type="checkbox"/>	<input type="checkbox"/>

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	Yes	NA
	<input type="checkbox"/>	<input type="checkbox"/>
5. All taper rates and storage lengths are shown and correct (BLR Fig 34-3B)	<input type="checkbox"/>	<input type="checkbox"/>
6. Median shown as 16' – more for SRA or County Freeway (check with BDE)	<input type="checkbox"/>	<input type="checkbox"/>
7. 12" yellow diagonal is 30' C-C and shown in correct direction	<input type="checkbox"/>	<input type="checkbox"/>
8. 4" white edge line included	<input type="checkbox"/>	<input type="checkbox"/>
9. White edge line along edge of pavement with curb and gutter	<input type="checkbox"/>	<input type="checkbox"/>
10. Yellow edge ling along raised barrier median	<input type="checkbox"/>	<input type="checkbox"/>
11. Include note: All raised reflective pavement markers used with skip dashes shall be centered in the gap between segments, and offset 4 inches from the centerline of the dash to match the existing markers on the County Highway	<input type="checkbox"/>	<input type="checkbox"/>
12. Amber raised pavement reflectors are included on 40' centers around barrier medians as if the median was striped only.	<input type="checkbox"/>	<input type="checkbox"/>
13. Show all roadside signage: relocated and new signs using telescoping sign support per IDOT Standard and 3" x 30" reflective strip matching the primary face. (hi-Prismatic)	<input type="checkbox"/>	<input type="checkbox"/>

Erosion Control

1. Storm Water Pollution Prevention Plan (SWPPP) included		
2. Layout of erosion control methods: silt fence, inlet & pipe protection, ditch checks, siltation basins, etc.	<input type="checkbox"/>	<input type="checkbox"/>
3. All disturbed ground within the County right-of-way shall be re-seeded (class 2A), fertilized, and excelsior blanket installed.	<input type="checkbox"/>	<input type="checkbox"/>
4. Statement included on SWPPP that "The owner/developer accepts responsibility for the maintenance for the erosion control structures and measures within the County ROW"	<input type="checkbox"/>	<input type="checkbox"/>

Traffic Signal plans

1. IDOT District One standards are included		
2. Econolite controller is specified –ASC/3 or latest.	<input type="checkbox"/>	<input type="checkbox"/>
3. All signal heads are LED	<input type="checkbox"/>	<input type="checkbox"/>
4. Interconnect provided if within ¼ mile of another signal or as determined by County Engineer.	<input type="checkbox"/>	<input type="checkbox"/>
5. Battery Back-up system provided using latest IDOT times of duration – include in schedule of quantities.	<input type="checkbox"/>	<input type="checkbox"/>
6. Overhead lighting – use combination poles in opposite corners of intersection	<input type="checkbox"/>	<input type="checkbox"/>
7. Service Installation – use ground mounted service with a meter base.	<input type="checkbox"/>	<input type="checkbox"/>

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))

Compliance	
Yes	NA

Cross Section Sheet

- | | | |
|---|--------------------------|--------------------------|
| 1. Horizontal scale is 1"=10' and vertical is 1" =2' | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Cross sections every 50' | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Existing and proposed ROW/Easements shown with all work within ROW | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Side slopes are shown and 4:1 front and 3:1 back minimum | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. 2' ditch bottom maintained | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Existing facility and proposed widening with overlay is shown. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Separate cross sections for side streets, driveways, cross culverts, and all other drainage structures | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. All underground utilities shown | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Sidewalk or bikepath is shown | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. 10' earth shelf at 5% maintained behind any curb and gutter | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Driveway slopes are less than 8% | <input type="checkbox"/> | <input type="checkbox"/> |

Detail Sheet

- | | | |
|---|--------------------------|--------------------------|
| 1. All applicable IDOT Highways standards are included (i.e. curb and gutter, traffic control, inlets) – latest revisions – may be omitted if listed on cover sheet | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. IDOT district 1 TC-11 and 13 are included – striping & reflectors | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Butt joint detail included. | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Applicable County Access details are included. | <input type="checkbox"/> | <input type="checkbox"/> |

Other requirements prior to executing the permit

- | | | |
|---|--------------------------|--------------------------|
| 1. Impact Study provided to and approved by County. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. IDS, signal plans, and catalog cuts reviewed and approved by third party consultant – paid by developer. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Storm water discharge into County ROW abides by County Ordinance and calculations approved by site review authority. | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Cross access provided for adjacent property. | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Owner and Contractor Certification Statement on SWPPP signed and submitted. | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Drainage agreement provided for accepting County drainage. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Maintenance, energy, EVP agreement executed for traffic signal. | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. All ROW and easements have been secured. Recorded copies submitted to WCDOT. | <input type="checkbox"/> | <input type="checkbox"/> |

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	Yes	NA
9. Cost estimate provided to and approved by WCDOT.	<input type="checkbox"/>	<input type="checkbox"/>
10. Construction schedule provided to and approved by WCDOT.	<input type="checkbox"/>	<input type="checkbox"/>
11. Supplemental specifications used in any contract documents approved by WCDOT	<input type="checkbox"/>	<input type="checkbox"/>
12. Final plan set signed by engineer and marked “for construction”	<input type="checkbox"/>	<input type="checkbox"/>
13. Digital copy of Final Plan set submitted to WCDOT	<input type="checkbox"/>	<input type="checkbox"/>
14. Signed permit by owner submitted to WCDOT	<input type="checkbox"/>	<input type="checkbox"/>
15. Certificate of Insurance on file with WCDOT.	<input type="checkbox"/>	<input type="checkbox"/>
16. Letter of Credit (Letter of agreement for Local Agencies) submitted to WCDOT	<input type="checkbox"/>	<input type="checkbox"/>

WCDOT General Notes (to be included in plans):

- All existing raised reflective pavement markers shall be removed and adequately backfilled (no cold patch) prior to placing the asphalt leveling binder and surface course.
- All potholes and other areas needing patching in the existing pavement must be completed by the Applicant’s contractor prior to placement of the leveling binder
- All County ROW monumentation (boundary corners) shall be according to Article 1.7.13 of the Permit Regulations utilizing the “WCDOT Monumentation Standard”.
- Excavation and pavement widening on both sides of the pavement at any one location at the same time will not be permitted per Article 701.08 of the IDOT specs.
- Portable/Changeable Electronic message boards shall be used in advance of the project according to IDOT standards and shall be in place a minimum of 72 hours prior to commencing the work and remain throughout the roadway construction work.
- All construction materials within the County ROW must be IDOT certified. Documentation of material certification shall be submitted prior to WCDOT approval. All construction material needing inspection shall be done according to the latest IDOT Project and Procedures Guide.
- A proof roll of the subgrade is required prior to placing the aggregate sub-base and must be observed by a certified testing company. Notify the County prior to doing the proof roll.
- The Resident Engineer shall provide WCDOT a list of materials used and identify their associated IDOT certification, shall provide WCDOT with a copy of all material testing company results, shall sign and provide WCDOT on a weekly basis Weekly Field Reports utilizing the appropriate IDOT form, shall submit to WCDOT a certification letter that certifies compliance with the plans and specifications.
- Record drawings shall be prepared in accordance with WCDOT requirements and shall be submitted in electronic format.
- All construction to be according to I.D.O.T. Design and Standard Specifications, must adhere to the *Will County Department of Highways Permit Regulations and Access Control Regulations*, and shall follow the latest *Will County Storm Water Management Ordinance* and *Will County Water Resource Ordinance* at all times.
- All disturbed ground within the County right-of-way shall be re-seeded (class 2A), fertilized, and excelsior blanket installed to the satisfaction of the Will County Division of Transportation.
- Vertical headwalls, decorative signing, plantings, shrubbery, and trees are prohibited inside the County right-of-way.

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))

Compliance	
Yes	NA

- The Will County Division of Transportation must be notified a minimum of two (2) working days in advance of any construction within the County right-of-way.
- The Will County Division of Transportation shall not be held liable for any errors or omissions in these Engineering Plans and Specifications or for any additional work that may be needed due to errors or omissions in these Engineering Plans.
- The permittee shall be responsible for any additional work, and all cost thereof, required because of errors or omissions in these Engineering Plans and Specifications and for the correction of any construction, maintenance, or safety problems which become apparent during construction or through inspections made by the Developer's Engineer or the Will County Division of Transportation.

Plat of Dedication

General

- | | | |
|--|--------------------------|--------------------------|
| 1. Plat sheet size - 24" x 36" | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Legal sheet size – 8.5" x 11" | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Send preliminary plats by e-mail in the .pdf format | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Final stamped and signed mylar plats and .pdf shall be submitted after review | <input type="checkbox"/> | <input type="checkbox"/> |

Plats

- | | | |
|---|--------------------------|--------------------------|
| 1. Right-of-way to be dedicated is clearly marked. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. 60' ROW dedicated on all Highways with 75' on SRA and Freeways | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. 50' x 50' corner clip dedication at side streets (full access only) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. County Engineer signing block is correct – no access statement correct | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Traffic signal easement provided for non-dedicated side streets | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Means provided for County to access storm water detention facility as needed. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. All lettering should be 1/10th inch or greater | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Label the Section, Township, Range, 3rd P.M., and County at the top of the sheet | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Metes and bounds descriptions are preferred | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Basis of bearing shall be ISPCS NAD 83 East zone (indicate on plat) | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Use - ISPCS NAD 83 East zone, latest NGS adjustment - 2007 (indicate grid or ground) | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Indicate ISPC and station / offset for all PLSS monuments and right-of-way corners | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Monument Records shall be prepared where no Monument Record exists or where the existing monument / ties are not found as described per Section 1270.APPENDIX A Rules for the Perpetuation of Monuments Under the Land Survey Monuments Act | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Show necessary land lines (section lines, lot lines, property lines, etc.) with deed and measured distances | <input type="checkbox"/> | <input type="checkbox"/> |

Plan Submittal Checklist for Permit Projects 01-22-14

Required Information. (Answer Yes or Not Applicable (NA))	Compliance	
	<u>Yes</u>	<u>NA</u>
15. Label all subdivisions (include the recording date and document number), blocks, and lots.	<input type="checkbox"/>	<input type="checkbox"/>
16. Indicate the PIN, owners name, and deed recording number for all project parcels and adjoiners	<input type="checkbox"/>	<input type="checkbox"/>
17. Label the existing and proposed right-of-way lines	<input type="checkbox"/>	<input type="checkbox"/>
18. Reference the documents which established the existing right of way on the plats	<input type="checkbox"/>	<input type="checkbox"/>
19. New dedication areas shall include the previously dedicated right-of-way	<input type="checkbox"/>	<input type="checkbox"/>
20. Label dedication areas with the note "Hereby Dedicated"	<input type="checkbox"/>	<input type="checkbox"/>
21. Use land hooks to show common lines of ownership	<input type="checkbox"/>	<input type="checkbox"/>
22. Label the P.O.B. and P.O.C. for every parcel	<input type="checkbox"/>	<input type="checkbox"/>
23. Areas shall be shown to the nearest 0.001 Acre. All parcels less than 0.010 acre should also be shown to the nearest square foot.	<input type="checkbox"/>	<input type="checkbox"/>
24. Show and label all existing encroachments in the proposed dedication. This includes fences, signs, light standards, utilities, canopies, driveways, field entrances, parking lots, etc.	<input type="checkbox"/>	<input type="checkbox"/>
25. Label the centerline / baseline stationing, including all station equations.	<input type="checkbox"/>	<input type="checkbox"/>
26. Show all found monumentation with reference to true corner location.	<input type="checkbox"/>	<input type="checkbox"/>
27. Indicate all set or to be set monumentation	<input type="checkbox"/>	<input type="checkbox"/>
28. Final right-of-way monumentation shall be set after construction and landscaping is complete. All Right-of-Way monumentation shall be marked with 5/8" dia. x 24" long rebar. The rebar shall include a 2-1/2 inch aluminum diameter cap, Model SK-108-2-1/2 D (Dome Top w/plastic insert supplied by SURV -KAP INC - Web site is http://surv-lcap.com). An <u>approved</u> equivalent maybe used. The Dome cap shall be stamped with "County of Will" and the PLS #	<input type="checkbox"/>	<input type="checkbox"/>