

utilities, property development and improvements. This topographic information is essentially the same as normally secured for any project but on a minimum width unless otherwise recommended or directed by the Resident Engineer or District L & D Engineer.

1. Obtain centerline profiles but DTMs or cross-sections are not to be taken unless specifically designated or requested and usually only at certain specified locations within a proposed project. One of the basic provisions of a "Minimum Plan" project provides for grading as a lump sum bid item. Earthwork quantities are not computed and generally the plans show the centerline profile and perhaps a spline grade line without specific elevations at each station.

See the current edition of VDOT's Road Design Manual, Appendix A, Section A-7, titled "Section A-7 – "No Plan" and "Minimum Plan" Projects". Excerpts are contained herein as Figure 8-J.

Sec. 4.16 Additional Survey Data Requests

Ideally, all survey information required should be secured in the initial survey, but from a practical standpoint, this will not happen. Some items, such as entrance profiles for new private entrances must be secured after the Field Inspection. Updated memorandum letters will need to be sent to all affected parcels 15 days prior to entry per Section 4.03. [◇]

On projects being designed by the Districts, requests for additional data should be handled by memorandum within the District. Should the original survey be secured by Photogrammetric Survey methods and the capability to secure the additional data is available by this method, the request for this additional data should be forwarded to the Central Office, attention to the State Photogrammetry Manager. [◇]

The additional data is to be requested by Form LD-261, See [Figure 4-B](#) this request is to be reviewed by the District Survey Manager in the Districts or the State Survey Program Manager or State Photogrammetry Manager for projects designed by the Central Office.

It is important that the survey and utility master files (complete with survey control, baselines and topography) and well-marked B/W prints should be attached for topography and clarity of request. Construction baseline/alignment data should be made available also.

Requests for additional data should be handled on a priority basis according to current established schedules. Copies of letters transmitting additional data to the Design Units should be sent to the appropriate individuals per section 1.08.

[◇] March 3, 2014