

## Sign Design Plan Quality Control Checklist

- Project Identification information is indicated on each sheet
- Plan sheets are numbered in accordance with numbering set of plans to be included with final submittal
- All design special notes necessary are included on each sheet
- All signs and sign structures are identified and proper labeling is indicated for each sign or sign structure
- Clear zone requirements have been met or proper protection is indicated for each structure
- All plan notes read from left to right and top to bottom when reading from the bottom or right end of the sheet
- Sign structure placement is not in conflict with other signs, signals, light poles and bridge structures.
- Sign detail (Fig. Sheets) agree with plan sheets and sign schedule
- Overhead sign structure elevation detail sheets indicate sign location, spacing to roadway, catwalk or LRS and fixed object protection
- All new signs indicated on sign schedule sheet with correct information for fabrication
- All special insert sheets needed are included in the plan set i.e.: Logo sheets, VIA & VA detail sheet, special design wood post sheet and exit panel mounting details
- Safety Improvement Note sheet has been revised to indicate plan needs
- Special Provisions or Plan Notes for Non-Standard Items has been included in plan set
- Pay items agree with Specifications and Item Code List
- Plan Quantities and Cost Estimates agree

## Sign Design Plan Quality Control Checklist

For Stand-Alone Project

- Revision Data sheet has been included in plan set
- Title sheet has latest notes, signatures and PE seals

QC Reviewer:

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone # \_\_\_\_\_