

SECONDARY (ARTERIAL-COLLECTOR-LOCAL ROADS)

Secondary project surveys are requested by the District Administrator in accordance with planning schedules, particularly in the Secondary System Contract Advertisement Schedule.

DATA REQUIRED

In order to assist the survey party in establishing proper horizontal and vertical controls, certain data must accompany the survey authorization. This data should include, but is not limited to:

- (1) Prints of adjacent projects in the planning or construction stage
- (2) Existing road plans
- (3) National Geodetic Survey controls, both horizontal and vertical
- (4) Prints of the proposed alignment and grade (if available)
- (5) U.S. Geological Survey topographic quadrangle maps of the area and
- (6) Photographs of the area
- (7) Approved [PM-100*](#)

COMPLETE SURVEYS

Projects designed in the Districts: When the field work has been completed by the Survey party, the District Survey Party Engineer transmits the electronic data by memorandum to the District Design Unit for the plotting of horizontal and vertical data. The Central Office shall be notified that the survey is complete.

Projects designed in the Central Office, or by Consultants: When the field work has been completed by the Survey Party, the electronic data is to be submitted to the Central Office by memorandum.

When the designer receives the survey, it should be checked for utility designations. If none are shown, a request should be made as outlined in VDOT [Survey Manual](#), Chapter 13.

Bridge site plans and data sheets will be plotted by the survey party and transmitted to the Central Office by the District Survey Party Engineer, with the exception of Secondary Projects, which are to be sent to the District Structure and Bridge Division.

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