



DelDOT – Development Coordination

RECORD PLAN SUBMISSIONS CRITICAL ITEMS FOR ACCEPTANCE

****Please Note- All items below are referenced in the [Gate Keeping Checklist](#), and can be found on our [Development-Coordination \(DC\) website](#). If not included, your submission will be declined.*

1. If applicable, the Traffic Impact Study (TIS) or the Traffic Operational Analysis (TOA) must be complete prior to the first submission.
2. A Pre-Submittal Meeting (through the [PDCA Application](#)) will be required prior to all formal submissions for any projects with site ADT over 200.
3. All plans must be a flattened, clean, clear and easy to view set of combined PDF Plans (landscape orientations and no locked files).
4. Preliminary Entrance and Construction Plans must be uploaded to the [PDCA Application](#); multiple files may be uploaded simultaneously. Please note that .ZIP files will not be accepted.
5. The Record Plan Checklist, the Development Coordination Gatekeeping Checklist (for 1st submissions), and the Comment Response spreadsheet (for every submission) must be completed in the original Excel format and attached to the project submission (located at the [DC Website](#), Under Checklists).
6. A Traffic Generation Diagram must be shown accurately depicting the site traffic and distribution. (Please see [Example](#))
7. Subdivision Streets that are to be dedicated to the State must meet design requirements in regards to width and radii.
8. A conceptual drainage plan must be submitted in order to verify PE locations.
9. Proper Right-of-Way dedication per frontage roadway classification must be shown.
10. A 20ft. buffer from Right of Way for all internal Stormwater facilities must be shown the plan set.