**Pre-Application Site Visit Checklist □ D&GR □LVR**

**Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Road Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant Reps: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CD Reps: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Additional Attendees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Site Eligibility**

* **Publicly owned road** (open to public vehicles at least 2 weeks per year)
* **LVR** <500 ADT (count required before contract can be signed)
* **Water Impact / Verified Worksite** (road impacts a stream, lake, wetland or waterbody)
* **ESM certification** (person in charge of project for applicant has recent (last 5 years) ESM certification)

**Logistical Discussion Points**

* **Timelines** (application deadline, permits, bidding, contracting, and construction)
* **Phased Projects** (large projects may be funded in separate phases (road fill, drainage, DSA))
* **County-specific policies** (ranking criteria, in-kind, maintenance policies, paying for asphalt, etc.)
* **Work performed by?** Applicant \_\_\_ Contractor \_\_\_
* **Reminders** (standard bidding**,** prevailing wage ($25,000 threshold), PA One-Call)

**Project-Specific Discussion Points**

* **Additional drainage improvements** (reduce maintenance and env. impact – and increase likelihood of funding)
* **Road fill** **or berm removal** (Fill enough to promote sheet flow off of roadway)
* **Added ditch outlets** (crosspipes, turnouts, through-the-bank pipes, to reduce ditch flow)
* **French Mattresses** **and underdrains** (for subsurface water, consider seasonal spring flow)
* **Off-ROW** **drainage** issues to address
	+ **Written Landowner agreement** (required for work outside of ROW)
	+ **Proposed** **alternative** (in lieu of landowner approval)
	+ **SCC approval** **required?** (>500’ off road or > than 35% of grant?)
* **Crosspipes** (as shallow as possible? fill for cover? effective angle? headwalls/endwalls/aprons?)
* **Section fill / Grade break** (can be combined with shallow pipe installation, prevents surface flow bypassing pipe)
* **Full Depth Reclamation** (Drainage addressed? Must be at least 8” of depth, 3rd party mix design, LVR only)
* **Optional outside assistance** (SCC, CDGRS, TU, NRCS, PAFBC, etc.)

**Fill Projects**

* **Sufficient material** considered? (to gain sheet flow)
* **Access road connectivity** considered? (transitions to intersections, lanes, and driveways)
* Potential sources of **available fill**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DSA Projects**

* **Pre-placement preparations** (drainage/base stability addressed, and base crowned at 4-6%)
* Likely **DSA suppliers**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Planned DSA **placement method** (paver required for >1,000 ton jobs)
* **Advanced planning** (to allow time for DSA testing, and for completion of base/drainage work)

**Stream Crossing Projects**

* **Structure** **eligibility** status (complete Steam Crossing Evaluation form, <0.75 width to bankfull ratio)
* **Proposed new structure** (must bebankfull width (min) – review available structures - avoid round plastic pipes)
* **Stream simulation** (elevation, slope, grade control, and replicating streamthrough structure)
* **Required** **permits** (consultant costs and timeframe of review)
* **Comprehensive plan** (include ESM practices to eliminate or limit drainage to the stream at the structure)

Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_