

## **APPENDIX C**

### **Miscellaneous Check Lists**

Superseded

## SURVEY NOTES CHECKLIST

Yes	No	Not Appl.	
•	•	•	Is a TITLE SHEET attached and properly filled out?
•	•	•	Does IT include an AREA SKETCH showing location of survey?
•	•	•	Are HORIZONTAL DIRECTION MODULES attached?
•	•	•	Are EDM MODULES attached?
•	•	•	Are TAPING MODULES attached?
•	•	•	Are all BLANKS filled?
•	•	•	Have NEW OBSERVATIONS been entered for all rejects?
•	•	•	Does each page show all required PERIMETER INFORMATION?
			a. Date and page number.
			b. Personnel and their duties.
			c. Location and cost accounting information.
			d. Weather (temperature, pressure, etc.) and equipment used.
•	•	•	Is ORIENTATION DATA adequate? (N Arrow, Topo, Bearings, Coords., Datums, Line Labels, etc.)
•	•	•	Have POINTS ACCEPTED AS RECORD been verified by descriptions, RP's, other witness?
•	•	•	Is this shown on the notes?
•	•	•	Have UNWITNESSED RECORD POINTS been RP'd and so recorded?
•	•	•	Have major SET POINTS been RP'd and so recorded?
•	•	•	Have thorough DESCRIPTIONS been written?
•	•	•	Do the descriptions of record points cite REFERENCES?
•	•	•	Are page CROSS REFERENCES shown?
•	•	•	Are notes -
•	•	•	ACCURATE?
•	•	•	VALID? (recorded precision = measuring precision, raw values)
•	•	•	ORIGINAL? (entries made at the time raw values are called out)
•	•	•	NEAT?
•	•	•	LEGIBLE?
•	•	•	SELF CHECKING? (adequate control points, closures, basis of calcs.)
•	•	•	INTERPRETABLE?
•	•	•	COMPLETE? (all required elements)
•	•	•	Is PRECISION of angular measurements equal to precision of distance measurements?

NEW JERSEY DEPARTMENT OF TRANSPORTATION

BASE PLAN SURVEY REQUEST CHECKLIST

ROUTE \_\_\_\_\_ SECTION \_\_\_\_\_

ITEMS NOT CHECKED WILL BE CONSIDERED NOT REQUIRED

Person filling out this checklist \_\_\_\_\_ Date \_\_\_\_\_

Total number of attachments to this checklist \_\_\_\_\_.

- \_\_\_\_\_ Establish horizontal control  
\_\_\_\_\_ True coordinates required or  
\_\_\_\_\_ Assumed coordinates satisfactory.
- \_\_\_\_\_ Establish vertical control  
\_\_\_\_\_ True elevations required or  
\_\_\_\_\_ Assumed elevations satisfactory.
- \_\_\_\_\_ Tie existing base line to horizontal control.
- \_\_\_\_\_ Locate existing topo within the project limits (for survey purposes) of  
\_\_\_\_\_ Station \_\_\_\_\_ To station \_\_\_\_\_ and from  
\_\_\_\_\_ left to the base line to \_\_\_\_\_ right of the base line or  
\_\_\_\_\_ Plan or sketch of survey limits required attached.
- \_\_\_\_\_ Locate buildings  
\_\_\_\_\_ Only within project limits.  
\_\_\_\_\_ On entire adjacent parcels.  
\_\_\_\_\_ Other (provide attachment).  
\_\_\_\_\_ Show building fronts only.  
\_\_\_\_\_ Show complete building footprint.
- \_\_\_\_\_ Locate all driveways  
\_\_\_\_\_ To project limits.  
\_\_\_\_\_ To R.O.W. line only.  
\_\_\_\_\_ Show parking lots and site circulation.  
\_\_\_\_\_ Show driveway openings only.  
\_\_\_\_\_ Include profile of driveway center line  
\_\_\_\_\_ Every \_\_\_\_\_ for a distance of \_\_\_\_\_.
- \_\_\_\_\_ Locate visible utilities (includes poles, gas & water valves, san. & telephone manholes, etc.)

\_\_\_\_\_ Existing pavement mark outs.  
\_\_\_\_\_ Overhead wires  
\_\_\_\_\_ Locate all drainage consisting of:  
\_\_\_\_\_ Surface structures only (inlets, manholes, head walls, etc.)  
\_\_\_\_\_ Surface structures plus under ground pipes including  
\_\_\_\_\_ Pipe sizes  
\_\_\_\_\_ Inverts  
\_\_\_\_\_ Direction

\_\_\_\_\_ Locate existing traffic stripes.  
\_\_\_\_\_ All traffic stripes within project.  
\_\_\_\_\_ Just those within the area shown on the attached plan.  
\_\_\_\_\_ Just within \_\_\_\_\_ of any intersection.  
\_\_\_\_\_ Just gore area.

\_\_\_\_\_ Locate all side streets.  
\_\_\_\_\_ Establish center line & tie to main base line.  
\_\_\_\_\_ Center line not required.  
\_\_\_\_\_ Provide cross sections every \_\_\_\_\_  
\_\_\_\_\_ To project limit.  
\_\_\_\_\_ For a distance of \_\_\_\_\_.  
\_\_\_\_\_ No profile or cross sections required.

\_\_\_\_\_ Cross sections will be required at \_\_\_\_\_ intervals.

\_\_\_\_\_ This project requires new ROW  
\_\_\_\_\_ Deed searches required for \_\_\_\_\_ parcels.  
\_\_\_\_\_ Location of new ROW within project (provide attachment).

\_\_\_\_\_ Bridge survey (provide attachment showing specific requirements)

\_\_\_\_\_ Stream survey (provide attachment showing specific requirements).

\_\_\_\_\_ Other (provide attachment showing specific requirements).

\_\_\_\_\_ Please provide the survey of the project site in the following order.  
(List order in which each area or topic is preferred)

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_