# DelDOT – Lot-Line Adjustment Checklist

**Project Title:** _____ **Project Id.:** _____

**Tax Parcel No.:** _____

Effective: 05/12/2021

**Please check items below as necessary:** (*Section & Figure Links reference the* Development Coordination Manual)

| | |
|---|---|
| Are additional lots being created? | ☐ Yes, see Minor Subdivision Checklist<br>☐ No, continue |
| Are Public Internal Streets / Access-Ways being created? | ☐ Yes, see Entrance/Construction/Subdivision Critical Items for Acceptance<br>☐ No, Continue |
| Commercial Development/Redevelopment? | ☐ Yes, see Record Plan Submissions Critical Items for Acceptance<br>☐ No, Continue |
| Will entrance work or construction activity occur in the right-of-way (ROW)? | ☐ Yes, see Entrance/Construction/Subdivision Critical Items for Acceptance<br>☐ No, Continue |

☐ Copy of Initial Stage Fee Calculation Form and confirmation of online payment uploaded to PDCA?

☐ Electronic Plans & Documents uploaded to PDCA for ALL Submittals?

## PLAN REQUIREMENTS *(3.3.2)*

☐ North Arrow ☐ Property Corners ☐ Location Map ☐ Legend

☐ Roadway Name, Maintenance Number, and Functional Classification (i.e. Bowers Beach Road – KCR 018, Minor Collector) see Functional Classification Map)

☐ Existing and Proposed lot lines labeled (including any to be extinguished)

☐ Accurate Existing right-of-way (ROW) lines labeled and dimensioned

☐ List all tax parcels that are adjacent to your project parcel

Show and dimension location of: ☐ Existing Entrances / Exits ☐ Utility poles ☐ Internal Driveways ☐ Distance to nearest intersection(s)

## DEDICATION / RESERVATION OF RIGHT-OF-WAY (ROW) (3.2.5.2) verify required minimum ROW width *(Figure 3.2.5-a)*

☐ Local Road: 30 feet of ROW from physical centerline of road *(Figure 3.2.5-b)*

☐ Two-lane Minor Arterials and Collectors: 40 feet of ROW from physical centerline of road *(Figure3.2.5-c)*

☐ Two-lane Principal Arterial: 50 feet of right-of-way from physical centerline road

☐ Multi-lane Arterials (minor and principal), Collectors, Freeways, and Expressways: 30 feet of ROW from outermost edgeof through lane(s) *(Figure 3.2.5-d)*

| | |
|---|---|
| Does the existing ROW meet the minimum standards listed above? | ☐ Yes, skip to **Title Block**<br>☐ No, include these reservation* notes:<br>***A(n) X-foot wide strip is hereby reserved for the State of Delaware as per this plat, for future right-of-way needs.*** |

## TITLE BLOCK *(3.4.2.1-A)*

☐ Name of proposed residential development ☐ Original date and revision dates ☐ Owner's signature (for final approval)

☐ Name of town/hundred residential development ☐ Name, address, and telephone number of owner and engineer/surveyor

☐ Graphic scale ☐ Seal of Delaware Licensed engineer/surveyor (Delaware License required)

## DATA BLOCK *(3.4.2.1-B)*

☐ Gross acreage of property ☐ Proposed use ☐ Tax Parcel Number(s) ☐ Proximity to identified Transportation Improvement Districts (TID)

☐ Zoning ☐ Sewer Provider ☐ Posted speed limit on frontage road(s)

☐ Present use ☐ Water Provider ☐ Total number of lots, existing and proposed

## PLAN NOTES

*The following notes shall appear on ALL Lot-Line Adjustment Plans:*

☐ **If existing entrances are altered, they shall conform to DelDOT's *Development Coordination Manual* (DCM) and shall be subject to its approval. No construction activity shall occur in the right-of-way (ROW) without a DelDOT Permit.**