

MTI Drafting Standards Quality Assurance Checklist for Location Plan-Profiles

DATE: _____

DRAWING FILENAME: _____

PATH IN MTI DATABASE: _____

DRAWN BY: _____

CHECKED BY: _____ Preliminary: _____ Final: _____

REVISED BY: _____ Date: _____

NOTE:

- > Not all items on this list will be applicable to every drawing, the **MTI Standard Engineering Drawings for Plan-Profiles** and the **MTI CADD Standards and Plans Preparation Manual for Roadway Projects** should be used in conjunction with this checklist. > CADD personnel should utilize the checklist prior to notifying Regional Management for review.
- > If revisions required, see NOTES on Comments page.

ACCEPTABLE
 N / A
 TO BE ADDED
 REVISE

Title Block of LOCATION PLAN-PROFILE SHEET

- 1 **Location Plan-Profile Title Block Cell**
a> Use "Plan Profile" cell, Title Block (cell library).
b> Profile grid may be edited for size.
c> Other.

- 2 **PR / PTH / PA / Main Market Roads etc.**
a> Identify Road Name and or Number.
b> If Provincial Access Road, show name & number, e.g. St. Leon Access (02666010).
c> Other.

- 3 **Project Description to be the same on all sheets, if part of set**
a> Should match tender as close as possible, abbreviations OK, see CADD Standards Manual.
b> Identify type of work proposed.
c> Other.

- 4 **Prepared By, Date Drawn, Scale, Sheet, Plan No.**
a> Prepared by Region No. (01, 02, 03 etc.).
b> Date drawn, date to be updated when changes or corrections are made.
c> Date to be in day, month, year, format.
d> Ensure scales shown are correct.
e> Sheet Nos. shown are correct, Plan No. is issued by HPD.
f> Other.

- 5 **Sheet Location**
a> Ensure legal description is correct, including Administrative Jurisdictions, (RM / Parish / City / Town / etc.).
b> Use standard abbreviations, see CADD Standards Manual.
c> Other.

Title Block of LOCATION PLAN-PROFILE SHEET (con't)

6 **ACCEPTABLE**
 N / A
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 REVISE

Sheet Description

a> use standard sheet descriptions, see Standard Drawings.
b> Other.

7 **Environmental Approvals. (This needs to be filled in, before plotting to mylar)**

a> Check with Project Manager for this.
b> The issued number is to be used, not the date of the letter.
c> Other.

8 **Base Data Information**

a> Include this information when available.
b> Other.

9 **Path in MTI database**

a> File to be done in Working folder and moved to Final after QMS approvals.
b> Filenames to follow MTI naming conventions, see CADD Standards Manual.
c> Other.

10 **Legend**

a> Legend to reflect features as shown and as required.
b> Ensure existing and proposed features are correct (line styles and weights).
c> Other.

11 **Revisions Box**

a> To be completed if applicable.
b> Date to be in day, month, year format.
c> See CADD Standards Manual for procedures on revisions.
d> Other.

12 **Standard North Arrow and Road Shields**

a> Use applicable cells.
b> Other.

13 **Stationing, Match Lines, Orientation of Text**

a> Orientation of stationing / text to follow Standard Drawings, also see CADD Standards Manual.
b> Try to keep Match Lines on Municipal Roads.
c> Ensure text sizes are correct.
d> Other.

Location Plan of LOCATION PLAN-PROFILE SHEET (con't)

14 ACCEPTABLE
 N / A
 TO BE ADDED
 REVISE

Legal Description

- a> Legal description to match drawing, check for accuracy.
- b> Administrative Jurisdictions, land ownership, (C.T. numbers), hectares, are shown and correct.
- c> Boundaries; Province, City, RM, Town, Indian Reserves, International, etc.
- d> Check appropriate line styles, weights and text size.
- e> Check other legal information for accuracy, Section, Township, Range, River Lots, Plan numbers, etc.
- f> Other.

15 **Mile Roads, Quarter lines, ROW, etc., Orientation of Text**

- a> Orientation of stationing / text to follow Standard Drawings, also see CADD Standards Manual.
- b> Station mile roads, quarter lines and section lines that cross centerline.
- c> Check for appropriate line styles, weights and text size.
- d> Use shading color CO= 9 for Towns and Villages, (see Standard Drawings).
- e> Other.

16 **Road / Street names, Main Market Roads, Railways and Waterways**

- a> Label road names / numbers (use shields for roadways), bodies of water, rivers, floodways.
- b> Show direction of flow, use cell "flow arrow".
- c> Identify bridge, overpass and or underpass with site numbers and names.
- d> Show location and owner of all railways, (use abbreviations).
- e> If Provincial Access Road, show name & number, e.g. St. Leon Access (02666010).
- f> Other.

17 **Utilities**

- a> Show location and owner of all above and below ground utilities, (pipelines, transmission lines, aqueducts, etc.).
- b> Use applicable cells, line styles and scales.
- c> Check for utility agreements with local regional office.
- d> Remove Utility Disclaimer, if not applicable.
- e> Other.

18 **Topography**

- a> Show existing topographical features, (buildings, fences, trees, etc.).
- b> Include elevations on features if required.
- c> Use applicable cells, line styles and scales.
- d> Other.

19 **Existing Roadway**

- a> Show curve data if available, including BC/EC, stationing.
- b> Show existing centerline, lane lines and shoulders (see Standard Drawings).
- c> Show curb & gutter, sidewalks, catch basins, etc.
- d> Show crossings to be removed and or proposed.
- e> Show all existing crossings, identify any to be removed. Add Permit No.
- f> Show all applicable dimensions for above features, (see Standard Drawings).
- g> Other.

ACCEPTABLE
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 N/A
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Location Plan of LOCATION PLAN-PROFILE SHEET (con't)

- 20** **Proposed Roadway**
a> Show proposed centerline, lane lines and shoulders (see Standard Drawings).
b> Curve Data (use cell, "Curve Data").
c> Show proposed curb & gutter, sidewalks, catch basins, crossings.
d> Show all other proposed drainage features, culverts, bridges, etc.
e> Show cross section cuts as required, (use cell "Cross Section View").
f> Show all applicable dimensions/ stationing, for above features, (see Standard Drawings).
g> Other.
- 21** **Proposed Right of Way, (ROW)**
a> Show proposed ROW and centerline, (line styles, text).
b> Show appropriate dimensions, angles, etc. (see Standard Drawings).
c> Show proposed property to be taken and or revested or closed, see CADD Manual for terminology.
d> Show dimensions at appropriate locations, (i.e. MTI Control Points).
e> Other.
- 22** **Sketch of Location**
a> Show sketch on each sheet, (see Standard Drawings for example).
b> Use standard North Arrow and Road Shields.
c> Show SEC, TWP, RGE, Administration Boundaries, etc.
d> Show Project area, (see Standard Drawings).
e> Other.

Profile of LOCATION PLAN-PROFILE Sheet

- 23** **Reference Elevations and Ditch Profiles**
a> Elevation Datum to be on left and right of profile, if long profile, include more frequently.
b> Label top (left) and Bottom (right) ditches (N. S. E. W.).
c> Other.
- 24** **Existing Ground Profiles**
a> Show existing centerline of survey alignment, ditch / gutter and prairie profiles.
b> Use appropriate line styles and label accordingly.
c> Other.
- 25** **Proposed Roadway**
a> Show centerline (subgrade and or finished grade), encapsulate text, (see Standard Drawings).
b> Tangent gradients , need only be shown on bottom (right) profile.
c> Label stations and elevations at breakpoints, (Vertical curves, BVC, EVC, VPI).
d> Show vertical curve data (K, A, LVC).
e> Show ditches, including tangent gradients and breakpoint station and elevation.
f> Future gradelines (for staged contracts) show in color = CO9, label description.
g> Other.

Profile of LOCATION PLAN-PROFILE Sheet (con't)

- 26 ACCEPTABLE
- TO BE ADDED
- N/A
- REVISE

Drains / Offtake Information

- a> Information to be shown if applicable, (see Standard Drawings).
- b> Show cardinal direction.
- c> Show existing and proposed ditch grades.
- d> Use appropriate line styles and label accordingly.
- e> Show elevations, stationing and scale.
- f> Other.

27 **Profile of Connecting Roads**

- a> Information to be shown if applicable, (see Standard Drawings).
- b> Show cardinal direction.
- c> Show existing and proposed ditch grades.
- d> Use appropriate line styles and label accordingly.
- e> Show elevations, stationing and scale.
- f> Show top of subgrade and finished surface.
- g> Other.

