

Introduction

Plans Preparation Manual, Volume I

PURPOSE:

This *Plans Preparation Manual, Volume 1* sets forth geometric and other design criteria, as well as procedures, for Florida Department of Transportation (FDOT) projects. The information contained herein applies to the preparation of contract plans for roadways and structures.

AUTHORITY:

Section 334.044(2), Florida Statutes.

SCOPE:

This procedure impacts anyone preparing roadway and structures construction plans for the Department.

GENERAL INFORMATION:

Chapter 334 of the *Florida Statutes*, as part of the *Florida Transportation Code*, establishes the responsibilities of the State, counties, and municipalities for the planning and development of the transportation systems serving the people of Florida, with the objective of assuring development of an integrated, balanced statewide system. The Code's purpose is to protect the safety and general welfare of the people of the State and to preserve and improve all transportation facilities in Florida. Under *Section 334.044*, the Code sets forth the powers and duties of the Department of Transportation including to adopt rules, procedures and standards for the conduct of its business operations and the implementation of any provisions of law for which the Department is responsible.

PROCEDURE:

The criteria in this manual represent requirements for the State Highway System which must be met for the design of FDOT projects unless approved exceptions or variations are obtained in accordance with procedures outlined in this manual.

Roadway and structures design is primarily a matter of sound application of acceptable engineering criteria and standards. While the criteria contained in this manual provide a basis for uniform design practice for typical roadway design situations, precise standards which would apply to individual situations must rely on good engineering practice and analyses.

Situations will exist where these criteria will not apply. The inappropriate use of and adherence to these criteria does not exempt the engineer from the professional responsibility of developing an appropriate design. The engineer is responsible for identifying those criteria which may not apply to a particular design, and for obtaining the necessary exception or variation to achieve proper design.

1. **PLANS PREPARATION MANUAL, VOLUME I - MANUAL ORGANIZATION**

a. Background

The Florida Department of Transportation **Plans Preparation Manual (PPM)** was published in the current format in January 1998. The criteria in the 1998 PPM were given in metric units.

b. Organization

The **Plans Preparation Manual** is a two-volume manual. **Volume I** contains the design criteria and process and **Volume II** contains material concerning plans preparation and assembly.

2. DISTRIBUTION

This document is distributed on CD through **FDOT Maps and Publications Sales**.

Copies may be obtained from:

Florida Department of Transportation
Maps and Publications Sales, Mail Station 12
605 Suwannee Street
Tallahassee, FL 32399-0450
Telephone (850) 414-4050 SUNCOM 994-4050
FAX Number (850) 414-4915
<http://www.dot.state.fl.us/MapsAndPublications/>

For updates and manual registration information contact:

Roadway Design Office, Mail Station 32
Telephone (850) 414-4310 SUNCOM 994-4310
FAX Number (850) 414-5261
<http://www.dot.state.fl.us/rddesign/>

3. REVISIONS AND UPDATES

Plans Preparation Manual holders are encouraged to submit comments and suggestions for changes to the manual to the Roadway Design Office. When ideas or suggestions are received they will be reviewed by appropriate Roadway and/or Structures Design staff in a timely manner and will be coordinated with other offices affected by the proposed change. Items warranting immediate change will be made with the approval of the State Roadway Design Engineer in the form of a Design Bulletin.

Design Bulletins for the **Plans Preparation Manual** are numbered and distributed to all official **Plans Preparation Manual** holders. Design Bulletins have a maximum life of two hundred seventy (270) days. Within this time period either an official manual revision will be distributed or the Design Bulletin will become void.

Structures design issues, which are subject to modification and revision, will be processed in coordination with the Structures Design Office.

Proposed revisions are distributed in draft form to the District Design Engineers (DDE). The DDE coordinates the review of the proposed revisions with other affected district offices such as Structures Design. The goal is to obtain a majority opinion before revisions are made.

The Roadway Design Office will also coordinate proposed revisions or additions with affected offices within the Central Office. Substantive revisions that result in policy change will be coordinated with the Executive Committee for concurrence.

Revisions are voted on jointly by the District Design Engineers and the State Roadway Design Engineer (for Roadway Design issues) or the State Structures Design Engineer (for Structures Design issues). Each district will have one vote and the central office will have two votes; for a total of ten votes. Requirements mandated by FHWA or State Rules will not be subject to this majority vote.

All revisions and updates will be coordinated with the Organization and Procedures Office prior to distribution to ensure conformance with and incorporation into the Department's Standard Operating System.

The adopted revisions and addenda will be distributed to registered holders of the manual.

TRAINING:

None required.

FORMS ACCESS:

Documents marked as **SAMPLES** provide only a starting point allowing users to change or alter the document as needed to fit specific situations. Samples are not official forms of the Department.

GLOSSARY OF TERMS:

In the application of the criteria in this manual, the following definitions are assigned for consistency of understanding and interpretation.

1. **Arterials:** Divided or undivided, relatively continuous routes that primarily serve through traffic, high traffic volumes, and long average trip lengths. Traffic movement is of primary importance, with abutting land access of secondary importance. Arterials include expressways without full control of access, US numbered routes and principal state routes. May be classified as urban or rural.
2. **Auxiliary Lane:** The designated widths of roadway pavement marked to separate speed change, turning, passing and climbing maneuvers from through traffic. They may also provide short capacity segments.
3. **C-D Roads:** Collector-Distributor Roads are limited access roadways provided within a single interchange, or continuously through two or more interchanges on a freeway segment. They provide access to and from the freeway, and reduce and control the number of ingress and egress points on the through freeway. They are similar to continuous frontage roads except that access to abutting property is not permitted.
4. **Collectors:** Divided or undivided routes which serve to link arterial routes with local roads or major traffic generators. They serve as transition link between mobility needs and land use needs. Collectors include minor state routes, major county roads, and major urban and suburban streets.
5. **Florida Intrastate Highway System (FIHS):** An interconnected statewide system of limited access facilities and controlled access facilities developed and managed by the Department to meet standards and criteria established for the FIHS. It is part of the State Highway System, and is developed for high-speed and high-volume traffic movements. The FIHS also accommodates High-Occupancy Vehicles (HOVs), express bus transit and in some corridors, interregional and high speed intercity passenger rail service. Access to abutting land is subordinate to movement of traffic and such access must be prohibited or highly regulated.
6. **Freeways:** Divided arterial highways, with full control of access. Movement of traffic free of interference and conflicts is of primary importance. Essential elements include medians, grade separations, interchanges, and, in some cases, collector-distributor roads and frontage roads. Freeways include Interstate, toll road and expressway systems. May be classified as urban or rural.
7. **High Speed:** Descriptive term used to summarize all conditions governing the selection of Design Speeds 50 mph and greater.

8. **HOV Lane:** Special designated widths of pavement marked to provide travel lanes for high occupancy vehicles (HOV). They may be directly adjacent to other travel lanes or separated.
9. **Local Roads:** Routes which provide high access to abutting property, low average traffic volumes, short average trip lengths and on which through traffic movements are not of primary importance. Local roads include minor county roads, minor urban and suburban subdivision streets, and graded or unimproved roads.
10. **Low Speed:** Descriptive term used to summarize all conditions governing the selection of Design Speed of less than 50 mph.
11. **Low Volume and High Volume:** Descriptive terms used to describe certain operating characteristics and driver expectancy on highways. Criteria for some elements are selected according to these qualifying controls. Standards for these controls are given in the following table.
12. **Ramp:** A turning roadway that connects two or more legs at an interchange. The components of a ramp are a terminal at each leg and a connecting road. The geometry of the connecting road usually involves some curvature and a grade.
13. **Roadway:** The portion of a highway, including shoulders, for vehicular use. A divided highway has two or more roadways.
14. **Rural Areas:** Places outside the boundaries of concentrated populations that accommodate higher speeds, longer trip lengths and freedom of movement, and are relatively free of street and highway networks. Rural environments are surroundings of similar characteristics.
15. **Strategic Intermodal System (SIS):** A transportation system comprised of facilities and services of statewide and interregional significance, including appropriate components of all modes.
16. **Streets:** The local system which provides direct access to residential neighborhoods and business districts, connects these areas to the higher order road systems and offers the highest access to abutting property; sometimes deliberately discouraging through-traffic movement and high speeds.

Note: Local roads and streets are not generally a part of the State Highway System and therefore, may not be governed by the FDOT roadway design criteria, but by the *Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways* and/or criteria established by the local government.
17. **Traffic Lane/Traveled Way:** The designated widths of roadway pavement, exclusive of shoulders and marked bicycle lanes, marked to separate opposing traffic or vehicles traveling in the same direction. Traffic lanes include through travel

lanes, auxiliary lanes, turn lanes, weaving, passing, and climbing lanes. They provide space for passenger cars, trucks, buses, recreational vehicles and, in some cases, bicycles.

18. **Travel Lane:** The designated widths of roadway pavement marked to carry through traffic and to separate it from opposing traffic or traffic occupying other traffic lanes. Generally, travel lanes equate to the basic number of lanes for a facility.
19. **Truck Traffic:** When significant, heavy, substantial, high percent, etc. truck traffic is used as a qualifying control, it shall mean 10% of the AADT or 10% of the daily count (24 hr.)
20. **Urban Areas:** Places within boundaries of concentrated populations, where density of street and highway networks, travel speeds, nature and composition of vehicles and pedestrian traffic dictate street and highway characteristics that promote lower speeds, better circulation movements, more delineation and traffic guidance devices, shorter trip lengths and provisions for pedestrians and bicycles. Urban environments are surroundings of similar characteristics.
21. **Urbanized Areas:** Transitional zones between rural and urban areas, with characteristics approaching or similar to urban areas.

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