Washington State Department of Transportation

2 R Project Checklist
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Local Agency Design Matrix Checklist

Design Element	Design Level	Any work on Blank Cell Design Elements? If "No" move down to next Design Element	If "Yes"	Meets Standard? If "Yes" move down to next Design Element	If "No"	Upgraded to Standard? If "Yes" move down to next Design Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Roadways											
Horizontal Alignment		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Alignment		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane Width		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane & Shoulder Taper		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Ped. Facility		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		
Cross Slope Lane	AE		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Cross Slope Shoulder	AE		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Fill/Ditch Slopes		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Safety Improvements	2		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		
Shared Bike/Ped	1		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Turn Radii		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Sight Distance		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
I/S Angle		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Std Run	1		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**

Design Levels

Blank Cell
D Design Level D
A Design Level A
AE Agency Evaluate to Design Level A

(1) When Provided, must meet current standards
(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE

2 R Project Checklist
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Local Agency
Design Matrix Checklist

Design Element	Design Level	Any work on Blank Cell Design Elements? If "No" move down to next Design Element	If "Yes"	Meets Standard? If "Yes" move down to next Design Element	If "No"	Upgraded to Standard? If "Yes" move down to next Design Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Cross Roads											
Horizontal Alignment		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Alignment		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane Width		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Fill/Ditch Slope		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Safety Improvements		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		
Shared Bike/Ped	1		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Bridge											
Lane Width		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width		☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Clearance	AE		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Structural Capacity	AE		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Bridge Rail	1		→	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		**N/A**

Design Levels

Blank Cell
D Design Level D
A Design Level A
AE Agency Evaluate to Design Level A

(1) When Provided, must meet current standards
(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE

Washington State Department of Transportation

3 R Project Checklist
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Local Agency Design Matrix Checklist

Design Element	Design Level	Meets AASHTO? If "Yes" move down to next Design Element	If "No"	Upgraded to AASHTO? If "Yes" move down to next Desgin Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Roadways									
Horizontal Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane & Shoulder Taper	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Ped. Facility	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☒ Yes	→		**N/A**
Cross Slope Lane	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Cross Slope Shoulder	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Fill/Ditch Slopes	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Safety Improvements	2	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Shared Bike/Ped	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Turn Radii	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Sight Distance	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
I/S Angle	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Std Run	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**

Design Levels

Blank Cell
D Design Level D
A Design Level A
AE Agency Evaluate to Design Level A
See Matrix Definitions for Requirements

(1) When Provided, must meet current standards
(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE

Local Agency Design Matrix Checklist

Design Element	Design Level	Meets AASHTO? If "Yes" move down to next Design Element	If "No"	Upgraded to AASHTO? If "Yes" move down to next Desgin Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Cross Roads									
Horizontal Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Fill/Ditch Slopes	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Safety Improvements	2	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Shared Bike/Ped	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Bridges									
Lane Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Clearance	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Structural Capacity	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Bridge Rail	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**

Design Levels

Blank Cell
D Design Level D
A Design Level A
AE Agency Evaluate to Design Level A
See Matrix Definitions for requirements

(1) When Provided, must meet current standards
(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE

Washington State Department of Transportation

Reconstruction Project Checklist
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Local Agency Design Matrix Checklist

Design Element	Design Level	Meets AASHTO? If "Yes" move down to next Design Element	If "No"	Upgraded to AASHTO? If "Yes" move down to next Desgin Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Roadways									
Horizontal Alignment	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Vertical Alignment	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Lane Width	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Shoulder Width	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Lane & Shoulder Taper	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Ped. Facility	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Cross Slope Lane	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Cross Slope Shoulder	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Fill/Ditch Slopes	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Safety Improvements	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Bike/Ped	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Turn Radii	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Sight Distance	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
I/S Angle	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A
Std Run	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		N/A

Design Levels
- Blank Cell
- D Design Level D
- A Design Level A
- AE Agency Evaluate to Design Level A

(1) When Provided, must meet current standards
(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE

Reconstruction Project Checklist
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Local Agency Design Matrix Checklist

Design Element	Design Level	Meets AASHTO? If "Yes" move down to next Design Element	If "No"	Upgraded to AASHTO? If "Yes" move down to next Desgin Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Cross Roads									
Horizontal Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Fill/Ditch Slopes	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Safety Improvements	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shared Bike/Ped Facility	1	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Bridges									
Lane Width	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Shoulder Width	A	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Vertical Clearance	D	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Structural Capacity	D	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Bridge Rail	D	☐ Yes ☐ No	→	☐ Yes ☐ No	→	☐ Yes	→		**N/A**

Design Levels

Blank Cell

D Design Level D

A Design Level A

AE Agency Evaluate to Design Level A

(1) When Provided, must meet current standards

(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE

Washington State Department of Transportation

New Construction Project Checklist
Page 1 of 2

Local Agency Design Matrix Checklist

Design Element	Design Level	Meets AASHTO? If "Yes" move down to next Design Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Roadways							
Horizontal Alignment	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Vertical Alignment	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Lane Width	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Shoulder Width	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Lane & Shoulder Taper	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Ped. Facility	1	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Cross Slope Lane	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Cross Slope Shoulder	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Fill/Ditch Slopes	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Safety Improvements	A	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Shared Bike/Ped	1	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Turn Radii	A	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Sight Distance	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
I/S Angle	A	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Std Run	A	☐ Yes ☐ No	→	☐ Yes	→		**N/A**

Design Levels

Blank Cell

D Design Level D

A Design Level A

AE Agency Evaluate to Design Level A

See Matrix Definitions for Requirements

(1) When Provided, must meet current standards

(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE

Local Agency Design Matrix Checklist

New Construction Project Checklist
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Design Element	Design Level	Meets AASHTO? If "Yes" move down to next Design Element	If "No"	Is a Deviation or Design Exception Required? If "No" Document to File	If "Yes"	HP H&LP Deviation Approval Date	Local Agency Design Exception Approval Date
Cross Roads							
Horizontal Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Vertical Alignment	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Lane Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shoulder Width	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Fill/Ditch Slopes	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Safety Improvements	AE	☐ Yes ☐ No	→	☐ Yes ☐ No	→		
Shared Bike/Ped. Facilities	1	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Bridges							
Lane Width	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Shoulder Width	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Vertical Clearance	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Structural Capacity	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**
Bridge Rail	D	☐ Yes ☐ No	→	☐ Yes	→		**N/A**

Design Levels
- Blank Cell
- D Design Level D
- A Design Level A
- AE Agency Evaluate to Design Level A
- See Matrix Definitions for Requirements

(1) When Provided, must meet current standards
(2) Items 1 and 2 under Safety Improvements Definitions are required, all other are AE