

**DEPARTMENT OF TRANSPORTATION  
STATE OF GEORGIA**

-----  
**TE PROJECT CONCEPT REPORT**

**GDOT P.I. Number:** *(located on the MOU and NTP for PE letter)*

**COUNTY:**

**FEDERAL FUNDS:** *(Federal award amount)* **MATCHING FUNDS:**  
*(Local match or larger amount to fund the remainder of project)*

**PROPOSED CONSTRUCTION START DATE:** *(month year)*

**PROJECT SPONSOR:** *(county, city, or organization name)*

**CONTACT PERSON:** *(Name, title, phone number)*

**Date of Report:** *(Update with every resubmittal (mm/dd/yyyy))* \_\_\_\_\_

\_\_\_\_\_  
**The undersigned have reviewed the concept report:**

\_\_\_\_\_  
**Date**      **District Engineer**

\_\_\_\_\_  
**Date**      **State Environmental Administrator**

\_\_\_\_\_  
**Date**      **State Traffic Engineer**

\_\_\_\_\_  
**Date**      **State Transportation Planning Administrator**

The concept as presented herein and submitted for approval is consistent with that which is included in the Regional Transportation Plan (RTP) and/or the State Transportation Improvement Program (STIP).

TE PROJECT COMMON NAME: *(Must match GDOT's name from NTP for PE letter)*

TE PROJECT LOCATION: *(Always include the county name and, if appropriate, the city name, and road names with state route numbers.)*

TE PROJECT CONCEPT [DESCRIPTION]: *(Provide a brief description of project, including length of improvements. Indicate if ROW or easements need to be acquired. Add a sentence stating that the project will conform to the provisions of the Americans with Disabilities Act (ADA). If project is adjacent to or on a roadway, provide the speed limit of the roadway within the TE project limits.)*

PROPOSED TYPICAL SECTION: *(Provide a detailed description of every different typical section. Identify horizontal offsets from face of curb to existing and proposed utility poles, trees, pedestrian light poles, street furnishings, and any other obstructions. The offsets are used to determine if a design exception or variance is required. Refer to GDOT Design Policy Manual Chapter 5).*

RIGHT-OF-WAY OR EASEMENTS REQUIRED: *(State "Yes" if acquisition of right-of-way or easements (including permanent, temporary, or driveway) is anticipated. State "No" if no ROW or easements are required.)*

NUMBER OF PARCELS: *(State the estimated number of parcels from which right-of-way or easement acquisition will be required.)*

MAJOR STRUCTURES [BRIDGES, IF APPLICABLE]: *(Boardwalks are not considered major structures. State "No" if your project does not have a bridge and any walls which will use GDOT standard details.)*

PERMITS REQUIRED: *(Land disturbance, Stream buffer variance, Section 404, etc).*

LEVEL OF ENVIRONMENTAL ANALYSIS: CATEGORICAL EXCLUSION

SECTION 4(f)/SECTION 106 INVOLVEMENT: *(IF YES, LIST RESOURCES) List sites to be affected by use under Section 4(f) or having historic sites within the project area of effect. Otherwise, write "None" and delete "IF YES, LIST RESOURCES".)*

OTHER KNOWN OR SUSPECTED ENVIRONMENTAL ISSUES: *(State "None" if no environmental issues exist.)*

LEVEL OF PUBLIC INVOLVEMENT: *(Meetings, presentations, etc., held or planned to acquaint the public with the proposed project design. Any public involvement will require recorded minutes or appropriate documentation for FHWA review prior to CE approval)*

DESIGN STANDARDS TO BE USED: AASHTO, GDOT, ADA

DESIGN VARIANCES/EXCEPTIONS REQUIRED: (DV is required if an existing or future construction item does not meet GDOT Design Policy Manual guideline but does meet the AASHTO Green Book guideline. DE is required if existing or future construction item does not meet AASHTO guidelines for one of the 13 controlling criteria. Traffic for current year and accident information for 3 complete calendar years (by year, by type) is required for every GDOT or AASHTO guideline not met. An analysis of accident data for trends, concentration, locations, and types, is required.)

PROPRIETARY ITEMS REQUEST: (A proprietary item is brand specific with no allowable "equal". If only one type of fixture, bench, paver etc. is acceptable, state "yes" and list those items. These items must meet FHWA criteria for proprietary items and will require a separate approval by FHWA.)

PEDESTRIAN LIGHTING: (State "Yes" and indicate how many lights or "No")

LANDSCAPING: (State "Yes" or "No")

IRRIGATION: (State "Yes" or "No")

OTHER GDOT PROJECTS IN IMMEDIATE VICINITY OF THE PROJECT: (List projects only if they are within or adjacent to the limits of the TE project.)

CONCEPT TEAM MEETING HELD **[OPTIONAL]** AND PERSONS PRESENT: (If "Yes" Give date and list all names and titles present.)

FIELD REVIEW HELD **[OPTIONAL]**: (State "Yes" and give date or "No")

RAILROAD INVOLVEMENT: (Does the project cross the Railroad ROW or is it being built in the Railroad ROW. If so, identify the railroad operator and who owns the railroad ROW (they may be different). Discuss how the railroad will be involved with the project. Is a GDOT Intermodal agreement needed or a separate agreement with the Railroad needed?)

UTILITIES: (List all utility owners and contact numbers. Indicate whether utilities are to remain in place or be relocated.)

ATTACHMENTS: Project Area Location Map, Project Layout, Existing and Proposed Typical Sections, Cost Estimate, Notice of Location and Design Approval

*Project Area Map – This is a vicinity map: a zoomed out view with an indication of where the project is in the city (or county). It should show all street and location names mentioned in the concept report.*

*Project Layout – This should show the layout/alignment for the full extent of the project. For a building renovation, a floor plan is acceptable.*

*Typical Sections – Provide a separate drawing for every typical section, existing and proposed. Indicate the existing and proposed ROW location and approximate dimension.*

*Cost Estimate – If the cost estimate includes non-TE-eligible work, separate all of the non-TE items into a different table.*

*Notice of Location and Design Approval – For all projects include the Notice of Location and Design Approval filled out (except for the date).*

*\*Note: When completing the concept report form, delete all italicized text.*

# NOTICE OF LOCATION AND DESIGN APPROVAL

## ***P. I. NUMBER COUNTY***

Notice is hereby given in compliance with Georgia Code 22-2-109 and 32-3-5 that the Georgia Department of Transportation has approved the Location and Design of this project.

The date of location approval is *(To be inserted by the Sponsor (or his designee) after concept approval.)*

*The Sponsor is to use this paragraph to give a basic overall description of the project and the county or counties and the Land Lots or the Land Districts wherein it is located. All numerical units shall be in English units.*

*The Sponsor is to use this paragraph to describe the proposed construction, be brief but be specific.*

Drawings or maps or plats of the proposed project, as approved, are on file and are available for public inspection at the *Sponsor's municipal office*:

*Sponsor's Name  
Sponsor Contact  
E-mail Address  
Street Address  
Telephone number*

*Or from:  
Georgia Department of Transportation  
Office of Program Delivery  
[teprogram@dot.state.ga.us](mailto:teprogram@dot.state.ga.us)*

Any written request or communication in reference to this project or notice should include the Project and P. I. Numbers as noted at the top of this notice.