|  |  |
| --- | --- |
| **Town(s):**  | **Date:**  |
| **Route(s):**  | **WIN:**  |
| **State Project No:**  | **Federal Project No:**  |
| **Project Scope/Type:**  |
| **Project Location:**  |
|  |
| **Program:**  | **Program Manager:**  |
| **Project Manager:**  | **Designer:**  |
|  | **Engineer of Record:**  |

** *Instructions: This form is for Design Exceptions for Design Elements considered to be Controlling Criteria only, as listed at the end of this document. Include all Design Exception requests for the project on a single form. Attach a map and/or plans and any other documentation required by the Review Team. Submit this request to the Assistant Program Manager for the appropriate Program.***

**Summary of Project Improvements:**

**List any previously approved Design Exceptions for this project:**

|  |  |
| --- | --- |
| **Design Element Requiring Design Exception(s):** |  |
|  |
| **Required Standard:** *(List minimum, maximum, or range of acceptable values)* |  |
| **Proposed Value:***(List the actual value for the design element not meeting standard)* |  |
| **Station Limits:** |  |
|  |  |
| **Design Speed:** |  |
| **Corridor Priority:** |  |
| **Design Year AADT:** |  |
| **Urban/Rural:** |  |
| **Project Scope:** |  |

**Design Exception Considerations:**

* **Why is a Design Exception(s) needed?**
* **What impacts would result from meeting the standard?**
* **If applicable, what lower design speed does the proposed value meet?**
* **Are there other alternatives?**
* **What mitigation is proposed to minimize the impact of the Design Exception?**

* **Include any other relevant details or information.**

**List all attachments included with this request:**

**DESIGN ELEMENTS CONSIDERED TO BE CONTROLLING CRITERIA**

|  |  |
| --- | --- |
| **Label** | Description |
| **DS** | Design Speed |
| **LW** | Lane Width |
| **SW** | Shoulder Width |
| **HC** | Horizontal Curve Radius |
| **SR** | Superelevation Rate |
| **MG** | Maximum Grade |
| **SSD** | Stopping Sight Distance |
| **CS** | Cross Slope |
| **VC** | Vertical Clearance |
| **SC** | Structural Capacity |
| **CZ** | Clear Zone |

For definitions, refer to DESIGN ELEMENT DEFINITIONS on the Engineering Practices and Procedures Website.

**THIS SECTION TO BE COMPLETED BY THE DESIGN EXCEPTION REVIEW TEAM**

**Review Team Decision (Approve/Return with comments):**

**Alternatives or Mitigation Recommended:**

|  |  |
| --- | --- |
| **Team Member Sign-Off:** |  |
| **Position/Title:** |  |
| **Date:** |  |