



ATLAS WORKBENCH STANDARDS

**A Guide for Uploading Final Project Documentation
and Spatial Data to the
ATLAS Workbench**

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This is a living document and updated quarterly.



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ATLAS Policy

Streamlining Project Delivery through GIS-based Regional Modeling

Introduction

The North Carolina Department of Transportation (NCDOT or the Department) is committed to optimizing program performance through streamlining and expediting project development and delivery. The Department is dedicated to accomplishing this goal without sacrificing statutory requirements, public engagement, the environment, or project quality. This continuous effort includes evaluating recommendations for improving procedures, embracing technology improvements, and leveraging data sharing opportunities.

In support of this goal, NCDOT has developed ATLAS, which stands for Advancing Transportation through Linkages, Automation, and Screening. Through use of GIS-based data on a regional level, ATLAS will improve business processes and provide a data access and storage framework to support informed project development. This effort aligns with the Secretary of Transportation's priorities to improve program delivery.

Purpose

The purpose of this policy is to guide the integration of ATLAS into project development and program delivery. Adherence to this policy will allow NCDOT staff and consultants to better understand and define transportation problems; identify existing resources; recognize issues and constraints; develop potential solutions; and more effectively plan a project's approach and next steps.

Scope and Applicability

This policy applies to all Department staff and consultants supporting all transportation project delivery methods and technical units.

Effective Date

This policy is effective from **May 31, 2019**. The latest version of referenced publications (i.e., the ATLAS Data Standards Document and ATLAS Guidance) should be used in conjunction with this policy.

Policy

NCDOT's primary mission is to connect people, products, and places safely and efficiently with customer focus, accountability, and environmental sensitivity to enhance the economy and vitality of North Carolina. NCDOT is a performance-based organization with a strategic, data-driven, decision-making process that is transparent and accountable. NCDOT values innovation and promotes the development and use of new and better solutions.

ATLAS is an essential resource for NCDOT staff and consultants, and it was designed to improve business processes and provide a framework for data. It is an aid to, and not a substitute for, critical thinking and decision making throughout a project's lifecycle. ATLAS is not a replacement for subject matter expertise or field verification.

It is the Department's policy that ATLAS will streamline and expedite project development and delivery. This will be accomplished through use of the ATLAS Screening Tool, Search Tool, and Workbench. Early screening of projects will aid in the identification of issues that may affect scope, schedule, and budget. Access to, and Automation of, reports will reduce repetitive manual tasks. A central repository for project deliverables and



associated data in a geospatial format will improve efficiency and communication. As data is captured for individual projects, the cache of data available for future projects will grow.

Responsibilities

Successful integration of ATLAS requires NCDOT staff and consultants to be fully vested in embracing process improvements and technology advancements. Accordingly, NCDOT staff and consultants are expected to abide by the following requirements:

- NCDOT staff and consultants will submit all signed documents, project deliverables, reports, and official plan submittals through the ATLAS Workbench. Files will be Automatically placed in the correct SharePoint folder.
- NCDOT staff and consultants will use the ATLAS Workbench to manage their projects. The Workbench steps teams through all facets of the project lifecycle and tracks the progression of a project based on reporting from multiple business units.
- NCDOT staff and consultants will use the ATLAS Screening Tool to assess study areas for potential effects to the human and natural environment. The Screening Tool will help project teams quickly understand a project's scope and schedule. It will provide information essential to a Scoping meeting and for completion of the CE checklist.
- NCDOT staff and consultants will use the ATLAS Search Tool to help create project deliverables by searching for relevant data and downloading the files within the study area, such as an environmental base map for a project's Natural Resources Technical Report or Indirect and Cumulative Effects document.
- NCDOT staff and consultants will follow the basic data standards (i.e., file naming conventions, spatial data standards, and document and data submission protocols) identified in the ATLAS Data Standards Document. These basic data standards will ensure that spatial data and reports received by NCDOT can be incorporated into tools developed by NCDOT.
- NCDOT staff and consultants will include acknowledgement of, and planned adherence to, the ATLAS Policy and basic data standards in contract documents.
- NCDOT staff and consultants will ensure appropriate involvement from technical units and Subject Matter Experts.
- NCDOT staff and consultants will communicate issues and opportunities for improvement to the ATLAS team. The success of ATLAS is reliant on active input from NCDOT staff and consultants.

Contact:

For questions or comments, contact ATLAS at Atlas@ncdot.gov.



Purpose of ATLAS Workbench and ATLAS Standards

All NCDOT project staff and consultants are required to finalize their project activities through the ATLAS Workbench, including the upload of final project files and spatial data, for all STIP projects and [Project Delivery Network \(PDN\) projects](#) with Connect Scoping or Preconstruction project sites. This document, the ATLAS Workbench Standards, outlines:

1. What specific project files and data are required to be uploaded to the ATLAS Workbench.
2. The quality control standards for those required project files and spatial data uploads.
3. These quality control standards allow for automatic sharing of project documents and spatial data to multiple locations for access and use by various project stakeholders and provide regional awareness about NCDOT projects. These standards will ensure that spatial data created during project delivery is captured in a way that empowers other tools developed by NCDOT. This process helps ensure that project files are handled consistently across the program to enable data analytics and sharing of project information that is key to improving and integrating project delivery at NCDOT. The old process of saving final documents directly to SharePoint project sites did not support the cross-project reporting required to streamline the PDN in the future. Users do not populate the file metadata needed to accurately query the status of project delivery activities across projects.
4. The ATLAS Workbench is closely integrated with SharePoint project file repositories on [Connect Scoping](#) and [Connect Preconstruction](#). Files uploaded to ATLAS are saved Automatically to Connect Scoping and Preconstruction with file metadata configured by the ATLAS Administrator, staffed by the [NCDOT Environmental Analysis Unit](#), at the direction of NCDOT business units.

The ATLAS Workbench has NCDOT and consultant users to upload key deliverables for Project Delivery Network (PDN) activities that span from PDN Stage 1 to 4, including Express Design to Project Scoping to Environmental Analysis to Permitting. The ATLAS team continues to collaborate with the Integrated Project Delivery (IPD) Team to determine other business processes that would benefit from utilizing the ATLAS Workbench to document their project work, outcomes, and deliverables. In addition to standardizing the upload of project deliverables, the ATLAS Workbench asks users to answer key questions to better capture project status, risks, and needed coordination for NCDOT technical unit managed PDN activities.

The final deliverables required to be uploaded to the ATLAS Workbench are organized into key sub-matter groups or NCDOT business categories, and can be broadly categorized into two groups:

1. Documentation (including PDF, XLSX, zip files).
2. Spatial Data (SHP formats that are field collected and/or created using GIS software; DGN data created using CAD software).

Along the left side of the ATLAS Workbench interface, deliverable uploads and key questions are organized by DOT business categories.

DOT project staff and consultants should consult the [Final Uploads section](#) to determine if a specific project deliverable is required to be uploaded to the ATLAS

General Project Information	
Basic Project Info	
Project Management	✓
NEPA and Agency Coordination	
Project Scoping	✓
Preliminary Environmental Considerations	✓
Merger Pre Screening	✓
Merger	✓
LGA Coordination	✓
Final Environmental Documentation	✓
Human Environment	
Air Quality	✓
Archaeology	✓
Community Characteristics Report (CCR)	✓
Community Impact Assessment (CIA)	✓
Historical Architecture	✓
ICE/ICI	✓
Noise Analysis	✓
Public Involvement	✓
Tribal	✓



Workbench per NCDOT policy. Deliverables that require upload to the ATLAS Workbench are denoted in the PDN Document with an "A" next to the item.

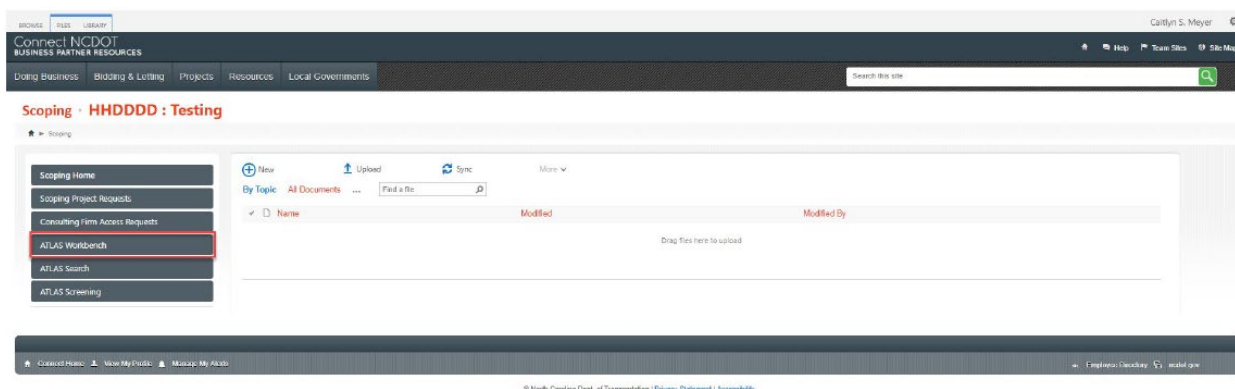
How to Access the ATLAS Workbench

Users utilize their NCID to login into the ATLAS applications. Your NCID must be registered with the ATLAS team in ArcGIS Portal. To gain access to the ATLAS Workbench, NCDOT staff, consultants and partners must contact the ATLAS Help Desk at ATLAS@ncdot.gov. This set up will enable ATLAS access for the ATLAS Search, Screening, and Workbench applications.

To be added as an ATLAS user, your NCID also needs to be set up for Connect Preconstruction Disciplines folders access for NCDOT staff and consultants. Consulting firm access is granted on a project-by-project basis for Connect Preconstruction. Contact your NCDOT project manager or preconstruction@ncdot.gov to access.



If you are completing an Express Design, access your project's ATLAS Workbench by navigating to the project page on Connect Scoping.



ATLAS Tools accessible from Connect Scoping project site.

If you are completing project work for a project in Project Scoping phase or later in the PDN, access your project's ATLAS Workbench by navigating to the project page in Connect Preconstruction.



Connect NCDOT
BUSINESS PARTNER RESOURCES

Doing Business Bidding & Letting Projects Resources Local Governments

Preconstruction Preconstruction Projects Home
Preconstruction information for NCDOT Highway and Bridge projects. Send any problems or concerns to preconstructionhelp@ncdot.gov.

Home
Best Practices
SharePoint Help
Discipline Specific Links
Division Specific Guidance
Site Requests
Consulting Firm Access Requests
Preconstruction Help
Construction Manual Search
Precon Search
Usage Assessment
My Precon Projects
Hurricane Florence Repairs
ATLAS Tools
Project Info
My Submittal Review
Manage Project Contacts

Find a Site

Please click on the Division tabs below to view the Preconstruction Team Sites.

Division	Project
Division 01	09012
Division 02	12-12
Division 03	123
Division 04	44-00
Division 05	4507
Division 06	A-9418 Test
Division 07	A-9516
Division 08	AA-1220 Elee
Division 09	B-1362 U-2921 U-8008
Division 10	B-153791 Test no TIFin
Division 11	B-3186
Division 12	B-3673
Division 13	B-3673 Point Test
Division 14	B-4037
Division 15	B-5486
Division 16	B-5673
Division 17	B-5674
Division 18	B-5675
Division 19	B-5676
Division 20	B-5677
Division 21	B-5678
Division 22	B-5681
Division 23	B-5925
Division 24	B-5945 bridge 14 hammond cr
Division 25	D160218
Division 26	D-1111 Test

Precon Announcements

Title

More flexibility in naming project sites

When requesting a new preconstruction project site, DOT users may now provide a short (20 character) description that will be added to the end of the TIF or VESG to make the site name. This allows you to set up separate sites for projects that share a VESG and enables a more user-friendly site name than a VESG alone provides. Use the "VESG Extension" field in the Site Requests tab to make your site names more usable.

Text

Add new announcement

Connect Preconstruction home

*Note: If you are not authorized to access the Workbench for the project, you will receive the following message.
Contact your Project Manager to make sure that access is requested through the Connect team.*

ATLAS Workbench

The project is not accessible at this time.
NCDOT SharePoint homepage is at: <https://connectq.ncdot.gov>

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ATLAS Tools accessible from Connect Preconstruction project site. If you do not have contributor access to Preconstruction disciplines.

At this time, you can only get to the ATLAS Workbench for projects that have a Connect project site created. Need a project site created? Contact preconstructionhelp@ncdot.gov.

The ATLAS team plans to collaborate with IPD team in the future to determine how to capture key environmental documentation about those projects that do not currently utilize Connect Scoping or Preconstruction so it can be reported upon and shared with interested parties. Questions may be submitted to ATLAS@ncdot.gov.



Standards Document Versioning

The ATLAS Workbench Standards is a living document that is updated regularly. Any versions of this document found offline are not to be considered current.

Please visit the following SharePoint [location](#) for the latest version.

Please contact ATLAS@ncdot.gov for any questions.

Version	Date	Action	Performed By
2.1	04.21.2021	Redesign to align with IPD style guide and improve organization	ATLAS Team
2.2	7.18.2022	Reorganize to improve readability	ATLAS Team
2.3	10.13.2023	Reorganize to match Workbench categories.	ATLAS Team
2.4	11.5.2024	Reorganize to match Workbench categories.	ATLAS Team
2.5	3.14.2025	Redesign ATLAS fields section and reorganized to match Workbench categories.	ATLAS Team
2.6	11.12.2025	Updates to the ATLAS Uploads tables. Reorganization of the document.	ATLAS Team



ATLAS Deliverables

What is an ATLAS Deliverable?

An ATLAS Deliverable includes final documents, data, and/or files that are required to be uploaded into the NCDOT's ATLAS Workbench web application. Not all ATLAS Deliverables are required on all projects. The DOT PM (Central, Division, or Technical Unit PM) will determine required work based on project scope and screenings. Files uploaded to ATLAS must follow the ATLAS Standards.

When you upload a file, ATLAS *Automatically* saves it to the project's Connect Scoping or Connect Preconstruction project site. Uploading these files to ATLAS ensures that files are saved with the correct naming convention and correct metadata, and key document tags are assigned in the project record.

Full guidance on how to upload a file to the ATLAS Workbench application, including file naming conventions and schema standards, can be found in later sections of this document.

A list of project files that must be uploaded to the ATLAS Workbench when completed is included in the [Final Uploads](#) section.

Acceptable File Formats

The ATLAS Workbench is configured to accept the following file formats:

- PDF, Document Sets, SHP zip, DGN zip, generic zip, COR, and XLSX

Each deliverable has its file type identified in the detailed Uploads and Standards sections below.



Overall Project Documentation File Standards

Only the final version of PDN deliverable documentation should be uploaded to the ATLAS Workbench. This is the version of the document that will be shared with project stakeholders and carried forward at later project phases if required.

All ATLAS deliverables are assigned file naming conventions that follow this general format:

ProjectID_ReportName.FileTypeSuffix_ Specific file naming conventions are outlined in the Scoping Workbench and Preconstruction Workbench sections that follow. Note that uploads to a document set are not automatically renamed. If there is a guidance for naming files to a document set, it will be listed in the ATLAS Workbench directly above the upload.

Examples of naming conventions:

- A CCR Report for Project Number U-5711 is named:
 - U-5711_CCR.pdf
- A Traffic Forecast Report for Project Number 17BP.1.R.84 is named:
 - 17BP.1.R.84_TrafficForecast.pdf
- A LUSA report for Project 17BP.1.R.91 Chowan 3 (B-5501) is named:
 - 17BP.1.R.91_LUSA.pdf

The ProjectID is usually the Project Number (e.g., U-5711, 17BP.1.R.84, B-5606, 44833). Note that the “xxxxx” represents the ProjectID in the file naming conventions outlined in the next section of this document. This is tied to the Project Name set up for the Connect Scoping and Preconstruction site requests. Report Name is a short name for the PDN deliverable. There are tool tips in the ATLAS Workbench application interface that will guide you to the correct naming convention for your upload.

Contact Atlas@ncdot.gov for adding new uploads to the list of Standards and Workbench tool.

If yes, enter meeting date.

U-5834_MergerScreeningMeetingMinutes.pdf

Upload Merger Screening Meeting Minutes (PDF) ⓘ

Browse

What potential project impacts were identified?

None selected ▾

Merger Determination

▾

2. Concurrence Points

Concurrence Point 1

Only enter information here if CP 1 was not completed as part of Project Initiation / Scoping phase.

Upload Concurrence Point 1 - Meeting Minutes (PDF) ⓘ

Tooltips throughout the ATLAS interface



Workbench Uploads

Uploads to the Scoping and Preconstruction Workbenches are captured in the section below. The tables are organized by Workbench (Scoping or Preconstruction), Discipline Tab in the Workbench, and Upload Order. The columns in the tables capture the Upload name found in the Workbench, the name that will be assigned to the file when it is uploaded, and three characteristics of the upload:

1. Is the upload required by the NCDOT business unit;
2. Is the upload stored in a secure folder that will only be accessible to specific NCDOT staff;
3. Is a copy of the upload saved to the external collaboration folder, which is accessible by partner agencies.



Scoping Workbench Uploads

The tables below capture the current uploads to the Scoping Workbench by Section. Details about any GIS uploads are captured in the [Geospatial File Uploads section](#).

Express Design Evaluation

Upload	File Name for Upload	Required	Secure	External Collab
Express Design Assignment Checklist (PDF)	x-xxxx_AssignmentChecklist.PDF	No	No	No
Express Design ATLAS Screening Report (PDF)	x-xxxx_ATLASScreeningReport_EXD.PDF	No	No	No
Scoping Study Area (GIS)	x-xxxx_ScopingStudyArea.SHP ZIP	No	No	No
OTP1. Environmental Features Map(s) (PDF)	x-xxxx_EFM.PDF	No	No	No
Traffic Memo (PDF)	x-xxxx_TrafficMemo.PDF	No	No	No
Constructability Narrative (PDF)	x-xxxx_ConstructabilityNarrative.PDF	No	No	No
Design Assumptions (PDF)	x-xxxx_DesignAssumptions.PDF	No	No	No
Final Conceptual Design 1 (Document Set)	x-xxxx_FinalConceptualDesign-Alternative1.Document Set	No	No	No
Final Conceptual Design 2 (Document Set)	x-xxxx_FinalConceptualDesign-Alternative2.Document Set	No	No	No
Final Conceptual Design 3 (Document Set)	x-xxxx_FinalConceptualDesign-Alternative3.Document Set	No	No	No
Final Conceptual Design 4 (Document Set)	x-xxxx_FinalConceptualDesign-Alternative4.Document Set	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
Microstation Files (ZIP)	x-xxxx_Microstation.Generic Zip	No	No	No
Right of Way Estimate (Document Set)	x-xxxx_RightofWayEstimate.Document Set	No	No	No
1CS1. Construction Cost Estimate (Document Set)	x-xxxx_ConstructionCostEstimate.Document Set	No	No	No
1UT1. Utility Cost Estimate (Document Set)	x-xxxx_UilitiesEstimate.Document Set	No	No	No
2TO1. ITS Cost Estimate (Document Set)	x-xxxx_ITSCostEstimate.Document Set	No	No	No
Preliminary Mapping Limits (DGN)	x-xxxx_PrelimMappingLimits.DGN	No	No	No
<u>Mapping Limits (GIS)</u>	x-xxxx_PrelimMappingLimits.SHP ZIP	No	No	No
Contract Type Decision Tool (PDF)	x-xxxx_ContractType.PDF	No	No	No
1FS1. Project Initiation Form (PDF)	x-xxxx_ProjectInitiationForm.PDF	No	No	No

Project Scoping

Upload	File Name for Upload	Required	Secure	External Collab
Project Initiation Form (PDF)	x-xxxx_ProjectInitiationForm.PDF	No	No	No
1FS2. Project Scoping Screening Checklist (PDF)	x-xxxx_ProjectScopingChecklist.PDF	No	No	No
Project Scoping ATLAS Screening Report (PDF)	x-xxxx_ATLASScreeningReport_PS.PDF	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
1FS3. Project Scoping Report (PDF)	x-xxxx_ProjectScopingReport.PDF	No	No	No
1IM1. Complete Streets Project Sheet (PDF)	x-xxxx_CompleteStreetsProjectSheet.PDF	No	No	No
Completed Traffic Safety Screening (XLSX)	x-xxxx_TrafficSafetyScreening.XLSX	No	No	No

Merger Pre Screening

Upload	File Name for Upload	Required	Secure	External Collab
1EP1. Merger Pre-Screening Form (PDF)	x-xxxx_MergerPreScreeningForm.PDF	No	No	No

Merger Screening

Upload	File Name for Upload	Required	Secure	External Collab
2HY2. Merger Screening Meeting Minutes (PDF)	x-xxxx_MergerScreeningMinutes.PDF	No	No	No
1EP1. Merger Plan Packet (PDF)	x-xxxx_MergerPlanPacket.PDF	No	No	No

Merger CP 1 - Purpose and Need

Upload	File Name for Upload	Required	Secure	External Collab
1EP1. CP1 Merger Meeting Packet (PDF)	x-xxxx_CP1_MergerMeetingPacket.PDF	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
1EP1. CP1 Meeting Minutes and Summary (PDF)	x-xxxx_CP1Summary.PDF	No	No	No

Preliminary Environmental Considerations

Upload	File Name for Upload	Required	Secure	External Collab
ATLAS Upload (PDF)	x-xxxx_ATLAS Upload.PDF	No	No	No



Preconstruction Workbench Uploads

The tables below capture the current uploads to the Preconstruction Workbench by Section. Details about any GIS uploads are captured in the [Geospatial File Uploads section](#).

General Project Information

Project Management

Upload	File Name for Upload	Required	Secure	External Collab
Tribal Consultation Documentation (Document Set)	x-xxxx_Tribal_docs	No	No	Yes
2EP1. Programmatic Agreement (PA) Screening Checklist (PDF)	x-xxxx_PAScreeningChecklist	No	No	Yes
3PM3. Design Complete Review Meeting (PDF)	x-xxxx_DesignCompleteReviewMeetingNotes	No	No	No
Shelving Documentation (PDF)	x-xxxx_ProjectShelvingDoc	No	No	Yes

NEPA and Agency Coordination

Project Scoping

Upload	File Name for Upload	Required	Secure	External Collab
1FS3. Project Initiation Form (PDF)	x-xxxx_ProjectInitiationSheetPSR	No	No	Yes
1FS3. Project Scoping Screening Checklist (PDF)	x-xxxx_ProjectScopingChecklist	No	No	Yes
1IM1. Complete Streets Project Sheet (PDF)	x-xxxx_CompleteStreetsProjectSheet	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
1IM1. Complete Streets Review Assessment (CSRA) (PDF)	x-xxxx_CompleteStreetsReviewAssessment	No	No	Yes
1FS3. Project Scoping ATLAS Screening Report (PDF)	x-xxxx_ATLASScreeningReport_PS	No	No	Yes
1FS3. Project Scoping Report (PDF)	x-xxxx_ProjectScopingReport	No	No	Yes
1TS1. Completed Traffic Safety Screening (XLSX)	x-xxxx_TrafficSafetyScreening	No	No	Yes
2ST1. Notice to Proceed (NTP) (PDF)	x-xxxx_NTP	No	No	Yes

Preliminary Environmental Considerations

Upload	File Name for Upload	Required	Secure	External Collab
Previously-completed Preliminary Environmental Considerations checklist (PDF)	x-xxxx_PreliminaryEnvironmentalConsiderations	No	No	Yes

Merger

Upload	File Name for Upload	Required	Secure	External Collab
1EP1. Merger Screening Meeting Summary (PDF)	x-xxxx_MergerScreening_Summary	No	No	Yes
1EP1. Merger Plan (PDF)	x-xxxx_MergerPlan	No	No	Yes
1EP1. Concurrence Point 1 Packet (PDF)	x-xxxx_CP1MergerMeetingPacket	No	No	Yes
1EP1. Concurrence Point 1 - Meeting Summary (PDF)	x-xxxx_CP1_MergerMeetingSummary	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
1EP1. Signed Concurrence Point 1 concurrence form (PDF)	x-xxxx_CP1_ConcurrenceForm	No	No	Yes
2EP1. Concurrence Point 2 Packet (PDF)	x-xxxx_CP2_MergerMeetingPacket	No	No	Yes
2EP1. Concurrence Point 2 - Meeting Summary (PDF)	x-xxxx_CP2_MergerMeetingSummary	No	No	Yes
2EP1. Signed Concurrence Point 2 concurrence form (PDF)	x-xxxx_CP2_ConcurrenceForm	No	No	Yes
2EP1. Concurrence Point 2A Packet (PDF)	x-xxxx_CP2A_MergerMeetingPacket	No	No	Yes
2EP1. Concurrence Point 2A - Meeting Summary (PDF)	x-xxxx_CP2A_MergerMeetingSummary	No	No	Yes
2EP1. Signed Concurrence Point 2A concurrence form (PDF)	x-xxxx_CP2A_ConcurrenceForm	No	No	Yes
2EP1. Concurrence Point 3 Packet (PDF)	x-xxxx_CP3_MergerMeetingPacket	No	No	Yes
2EP1. Concurrence Point 3 - Meeting Summary (PDF)	x-xxxx_CP3_MergerMeetingSummary	No	No	Yes
2EP1. Signed Concurrence Point 3 concurrence form (PDF)	x-xxxx_CP3_ConcurrenceForm	No	No	Yes
2EP1. Concurrence Point 4A Packet (PDF)	x-xxxx_CP4A_MergerMeetingPacket	No	No	Yes
2EP1. Concurrence Point 4A - Meeting Summary (PDF)	x-xxxx_CP4A_MergerMeetingSummary	No	No	Yes
2EP1. Signed Concurrence Point 4A concurrence form (PDF)	x-xxxx_CP4A_ConcurrenceForm	No	No	Yes
2EP1. Concurrence Point 4B Material (Document Set)	x-xxxx_CP4B_MergerMeetingMaterial	No	No	Yes
2HY2. Concurrence Point 4B - Meeting Minutes (PDF)	x-xxxx_CP4B_MergerMeetingSummary	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
2EP1. Concurrence Point 4C Material (Document Set)	x-xxxx_CP4C_MergerMeetingMaterial	No	No	Yes
3HY1. Concurrence Point 4C - Meeting Minutes (PDF)	x-xxxx_CP4C_MergerMeetingSummary	No	No	Yes

LGA Coordination

Upload	File Name for Upload	Required	Secure	External Collab
Initial LGA Coordination Table (XLSX)	x-xxxx_InitialLGATable	No	No	Yes
Interim LGA Coordination Table (XLSX)	x-xxxx_InterimLGATable	No	No	Yes
Final LGA Coordination Table (XLSX)	x-xxxx_FinalLGATable	No	No	Yes
LGA Commitment Document(s) (PDF)	x-xxxx_LGACommitment	No	No	Yes

Final Environmental Documentation

Upload	File Name for Upload	Required	Secure	External Collab
Categorical Exclusion (CE) Checklist (PDF)	x-xxxx_CEChecklist	No	No	Yes
2EP1. Categorical Exclusion Document (CE) (PDF)	x-xxxx_CE	No	No	Yes
2EP1. Minimum Criteria Determination Checklist (MCDC) (PDF)	x-xxxx_MCDC	No	No	Yes
2EP1. Environmental Assessment (EA) (PDF)	x-xxxx_EA	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
2EP1. Finding of No Significant Impact (FONSI) or Combined EA/FONSI (PDF)	x-xxxx_FONSI	No	No	Yes
2EP1. Environmental Impact Statement (EIS) (PDF)	x-xxxx_EIS	No	No	Yes
2EP1. Record of Decision (ROD) (PDF)	x-xxxx_ROD	No	No	Yes
1EN1. Project Study Area (GIS)	x-xxxx_ProjectStudyArea	No	No	Yes
3EP1. ROW Consultation (PDF)	x-xxxx_ROWConsultation	No	No	Yes
4EP1. Construction Consultation (PDF)	x-xxxx_ConstructionConsultation	No	No	Yes
3EP1/4EP1. Re Evaluation (PDF)	x-xxxx_Reevaluation	No	No	Yes
Other Consultation (PDF)	x-xxxx_OtherConsultation	No	No	Yes

Impacts and Mitigation

Upload	File Name for Upload	Required	Secure	External Collab
Mitigation Request Form (Document Set)	x-xxxx_MitigationRequestForm	No	No	Yes
Acceptance Letter (Document Set)	x-xxxx_MitigationServicesAcceptanceLetter	No	No	No
Mitigation Responsibility Transfer Form (Document Set)	x-xxxx_MitigationServicesMitigationResponsibilityTransferForm	No	No	No
Mitigation Site Description (Document Set)	x-xxxx_BankCreditMitigationSiteDescription	No	No	No
Acceptance Letter (Document Set)	x-xxxx_BankCreditAcceptanceLetter	No	No	No
Mitigation Responsibility Transfer Form (Document Set)	x-xxxx_BankCreditMitigationResponsibilityTransferForm	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
Mitigation Site Description (Document Set)	x-xxxx_OnsiteMitigationSiteDescription	No	No	No
Mitigation Responsibility Transfer Form (Document Set)	x-xxxx_OnsiteMitigationResponsibilityTransferForm	No	No	No

Human Environment

Bicycle, Pedestrian, & Transit

Upload	File Name for Upload	Required	Secure	External Collab
1IM2. Complete Streets Review Assessment (CSRA) (PDF)	x-xxxx_CompleteStreetsProjectSheet	No	No	Yes
2IM1. Complete Streets Review Assessment (CSRA) after NEPA/SEPA document and Field Inspection Plans	x-xxxx_CompleteStreetsReviewAssessment	No	No	Yes
2IM1. Exception approval by the Complete Streets Review Team (PDF)	x-xxxx_CompleteStreetsException	No	No	Yes

Air Quality

Upload	File Name for Upload	Required	Secure	External Collab
2EN2.3. Air Quality Report (PDF)	x-xxxx_AQR	No	No	Yes
2EN2.3 Air Quality Report Addendum (Document Set)	x-xxxx_STIP_AQR_Addendum	No	No	Yes



Archaeology & Historic Architecture

Upload	File Name for Upload	Required	Secure	External Collab
2EN2. Archaeology documents (Document Set)	x-xxxx_Archaeology	No	No	Yes
2EN2. Historic Architecture documents (Document Set)	x-xxxx_HistoricArchitecture	No	No	Yes

Community Characteristics Report (CCR)

Upload	File Name for Upload	Required	Secure	External Collab
2EN2. Community Characteristics Report (PDF)	x-xxxx_CCR	Yes	No	Yes
2EN2. Direct Community Impact Area (GIS)	x-xxxx_ccrDCIA	Yes	No	Yes
2EN2. Demographic Study Area Boundary (GIS)	x-xxxx_ccrDSA	Yes	No	Yes

Community Impact Assessment (CIA)

Upload	File Name for Upload	Required	Secure	External Collab
2EN2. Community Impact Assessment (CIA), Direct and Indirect Screening Tool (DIST), Environmental Justice (EJ), Farmland, Pedestrian Accessibility and Count Tool (PACT) and other tech memos (Document Set)	x-xxxx_CIA_or_DIST_and_CommunityTechMemos	Yes	No	Yes
2EN2. Direct Community Impact Area (GIS)	x-xxxx_ciaDCIA	Yes	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
2EN2. Demographic Study Area Boundary (GIS)	x-xxxx_ciaDSA	Yes	No	Yes

ICE/ICI

Upload	File Name for Upload	Required	Secure	External Collab
2EN2. ICE Screening Report (PDF)	x-xxxx_ICEReport	No	No	Yes
2EN2. Future Land Use Study Area (GIS)	x-xxxx_iceFLUSA	No	No	Yes
2EN2. LUSA documentation (PDF)	x-xxxx_LUSA	No	No	Yes
2EN1. Probable Development Area (PDA) Study Area (GIS)	x-xxxx_ProbableDevArea	No	No	Yes
2EN2. Quantitative LUSA documentation (PDF)	x-xxxx_QLUSA	No	No	Yes
2EN2. ICI Study Report (PDF)	x-xxxx_ICIReport	No	No	Yes

Noise Analysis

Upload	File Name for Upload	Required	Secure	External Collab
2EN2.3. Traffic Noise Report (PDF)	x-xxxx_TNR	No	No	Yes
2EN2.3. Traffic Noise Report Addendum (Document Set)	x-xxxx_STIP_TNR_Addendum	No	No	Yes
2EN3. Design Noise Report (PDF)	x-xxxx_DNR	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
2EN3. Design Noise Report Addendum (Document Set)	x-xxxx_DNRAddendum	No	No	Yes
3EN1. Memorandum on Noise Wall Balloting Results (PDF)	x-xxxx_NoiseWallBallotingResults	No	No	Yes

Public Involvement

Upload	File Name for Upload	Required	Secure	External Collab
1PI1. Local Official Informational Briefing letter (PDF)	x-xxxx_LOI	No	No	Yes
2PI1. Public Involvement Plan (PDF)	x-xxxx_PublicInvolvementPlan	No	No	Yes
2PI1. Visualization(s) (ZIP)	x-xxxx_Visualization1	No	No	Yes
2PI1. Video(s) (ZIP)	x-xxxx_Video1	No	No	Yes
2PI1. Public Involvement Event 1 - Final Meeting Materials (Document Set)	x-xxxx_PI_Event_1_Meeting_Materials	Yes	No	Yes
2PI1. Visualization(s) (ZIP)	x-xxxx_Visualization2	No	No	Yes
2PI1. Video(s) (ZIP)	x-xxxx_Video2	No	No	Yes
2PI1. Public Involvement Event 2 - Final Meeting Materials (Document Set)	x-xxxx_PI_Event_2_Meeting_Materials	No	No	Yes
2PI1. Visualization(s) (ZIP)	x-xxxx_Visualization3	No	No	Yes
2PI1. Video(s) (ZIP)	x-xxxx_Video3	No	No	Yes
2PI1. Public Involvement Event 3 - Final Meeting Materials (Document Set)	x-xxxx_PI_Event_3_Meeting_Materials	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
2PI1. Visualization(s) (ZIP)	x-xxxx_Visualization4	No	No	Yes
2PI1. Video(s) (ZIP)	x-xxxx_Video4	No	No	Yes
2PI1. Public Involvement Event 4 - Final Meeting Materials (Document Set)	x-xxxx_PI_Event_4_Meeting_Materials	No	No	Yes
2PI1. Project Mailing List Boundary (PDF)	x-xxxx_ProjectMailingList	No	No	Yes

Natural Environment

Natural Resources

Upload	File Name for Upload	Required	Secure	External Collab
2EN1. Water Resources File (DGN)	x-xxxx_WaterResourcesFile	No	No	Yes
2EN1. Delineated Wetlands (GIS)	x-xxxx_DelineatedWetlands	No	No	Yes
2EN1. Delineated Streams (GIS)	x-xxxx_DelineatedStreams	No	No	Yes
2EN1. Delineated Open Waters (GIS)	x-xxxx_DelineatedOpenWaters	No	No	Yes
2EN1. Preliminary Jurisdictional Determination Package (PDF)	x-xxxx_PJDPackage	Yes	No	Yes
2EN1. Natural Resource Report (NRTR)	x-xxxx_NRTR	Yes	No	Yes
2EN1. NRTR Addendum (PDF)	x-xxxx_NRTRAddendum	No	No	Yes



Permitting

Upload	File Name for Upload	Required	Secure	External Collab
3EN3. Permit Package (Document Set)	x-xxxx_ApplicationPackage1	No	No	Yes
3EN3. Permit Package (Document Set)	x-xxxx_PermitPackage1	No	No	Yes

Threatened & Endangered Species

Upload	File Name for Upload	Required	Secure	External Collab
2EN1. Aquatic Survey Report (Document Set)	x-xxxx_AquaticSurveyReport	No	Yes	No
2EN1. Red-cockaded woodpecker (RCW) Survey Report (Document Set)	x-xxxx_RCWSurveyReport	No	Yes	No
2EN1. Bat Data Form (Document Set)	x-xxxx_Bats_DataForm	No	Yes	No
2EN1. Bat Survey Report (Document Set)	x-xxxx_BatSurveyReport	No	Yes	No
2EN1. Bat Section 7 Memo-BC Report (Document Set)	x-xxxx_Bats_Sec7BCReport	No	No	No
2EN1. Bat USFWS PBO Review (Document Set)	x-xxxx_Bats_USFWSPBOReview	No	No	No
2EN1. Protected Species Point (GIS)	x-xxxx_ProtectedSpeciesPoint	No	Yes	No
2EN1. Protected Species Polygon (GIS)	x-xxxx_ProtectedSpeciesPolygon	No	Yes	No
2EN1. Terrestrial Plants Survey Report (Document Set)	x-xxxx_TerrestrialPlantsSurvey	No	Yes	No
2EN1. SAV Survey Report (Document Set)	x-xxxx_SAVSurveyReport	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
2EN1. Biological Assessment (Document Set)	x-xxxx_BA	No	No	Yes
1EN1. Amended Biological Assessment (Document Set)	x-xxxx_AmendedBA	No	No	Yes
2EN1. Biological Opinion (Document Set)	x-xxxx_BO	No	No	Yes
1EN1. Amended Biological Opinion (Document Set)	x-xxxx_AmendedBO	No	No	Yes
2EN1. Biological Evaluation (Document Set)	x-xxxx_BE	No	No	Yes

Design

Geo-Environmental

Upload	File Name for Upload	Required	Secure	External Collab
1GT1. GeoEnvironmental Scoping Comments (PDF)	x-xxxx_GE_PreScopingComments	No	No	Yes
2GT1. GeoEnvironmental Phase 1 Report (PDF)	x-xxxx_GE_Ph1Report	No	No	Yes
2GT1. GeoEnvironmental Sites of Concern (GIS)	x-xxxx_GESitesofConcern	No	No	Yes

Geotechnical

Upload	File Name for Upload	Required	Secure	External Collab
1GT1. Upload the Geotechnical Report for Planning (PDF).	x-xxxx_GeotechnicalReportPlanning	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
1GT1. GeoEnvironmental Pre-Scoping Comments (PDF)	x-xxxx_GeoEnvironmentalPreScopingComments	No	No	No
2GT3. Roadway Subsurface Investigation Inventory (Document Set)	x-xxxx_RoadwaySubsurfaceInvestigationInventory	No	No	No
2GT2. Right-of-way Recommendation Report (PDF)	x-xxxx_ROWRecommendationReport	No	No	No
2GT4/3GT1. Roadway Recommendation Report w/ Graphics (Document Set)	x-xxxx_RoadwayRecommendationRptGraphics	No	No	No
2GT3. Pavement and Subgrade Investigation Report (PDF)	x-xxxx_PvmtSubgradeInvestigationReport	No	No	No
2GT3. Pavement and Subgrade Investigation and Recommendations Report (PDF)	x-xxxx_PvmtSubgradeInvestigationRecommRpt	No	No	No
3GT3. Structure Subsurface Investigation Inventory Report with Graphics (Document Set)	x-xxxx_StructSubsurfInvestigationInventoryRptGrphcs	No	No	No
3GT3. Design Scour Report (PDF)	x-xxxx_DesignScourReport	No	No	No
3GT3. Inventory and Foundation Recommendation Report (PDF)	x-xxxx_InventoryFoundationRecommRpt	No	No	No
3GT3. Temporary Shoring Recommendations (PDF)	x-xxxx_TempShoringRecomm	No	No	No
3GT3. Retaining Wall Recommendation Report with Details (Document Set)	x-xxxx_RetainingWallRecommRptDetails	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
3GT3. Sound Barrier Subsurface Investigation Inventory Graphics (Document Set)	x-xxxx_SoundBarrierSubsurfInvestInventoryG rphcs	No	No	No
3GT1. Project Special Provisions Package (Structure, Sound Barrier) (Document Set)	x-xxxx_ProjSpecialProvPkg_StrucSoundBarrie r	No	No	No
Infiltration Basin Investigation (Document Set)	x-xxxx_InfiltrationBasinInvestigation	No	No	No

Hydraulics

Upload	File Name for Upload	Required	Secure	External Collab
2HY1. Hydraulic Planning Report (PDF)	x-xxxx_HYD_PlanningReport	No	No	Yes
2HY1. Preliminary Stormwater Management Plan (PDF)	x-xxxx_HYD_PSMP	No	No	Yes
2HY2. Final Hydroplaning Assessment (Document Set)	x-xxxx_HYD_FinalHydroplaningAssessment	No	No	Yes
2HY2. Hydraulic Design Reports for Major Structures; BSRs and CSRs (Document Set)	x-xxxx_HDR	No	No	Yes
2HY2. Drainage Plans for Field Inspection (PDF)	x-xxxx_HYD_DrainagePlansForFieldInspection	No	No	Yes
3HY1. Final Redline Drainage Plans (PDF)	x-xxxx_HYD_DrainagePlans	No	No	Yes
3HY1. Final Drainage Plan Computations (PDF)	x-xxxx_HYD_DrainageComps	No	No	Yes
3HY1. Approved SFC/CLOMR Packages (Document Set)	x-xxxx_ApprovedSFCCLOMRPackages	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
3HY1. Completed Stormwater Management Plan (PDF)	x-xxxx_HYD_SMP	No	No	Yes
3HY1. Completed Environmental Permit Drawings Package (ZIP)	x-xxxx_HYD_PermitDrawings	No	No	Yes
3HY1. Completed Environmental Permit Drawings (DGN)	x-xxxx_HYD_PermitDrawingsDGN	No	No	Yes
5HY1. Construction Drainage Investigation Documentation (Document Set)	x-xxxx_DrainageInvestigation	No	No	Yes
5HY1. Construction Support Documentation (Document Set)	x-xxxx_ConstructionSupport	No	No	Yes

Location & Surveys

Upload	File Name for Upload	Required	Secure	External Collab
1LS1. Survey Limits (GIS)	x-xxxx_LimitsofSurvey	Yes	No	Yes
1LS1. LS QA Checklist (PDF)	x-xxxx_Stage1_LS_QA_Checklist	No	No	No
1LS1. LS QC Checklist (PDF)	x-xxxx_Stage1_LS_QC_Checklist	No	No	No
1LS1. NCDOT LS Project Review Checklist (PDF)	x-xxxx_NCDOT_LS_Stage1_PRC	No	No	No
2LS1. Surveyed Wetlands. (PDF)	x-xxxx_SurveyedWetlands	No	No	No
2LS1. LS QA Checklist (PDF)	x-xxxx_Stage2_LS_2LS1_QA_Checklist	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
2LS1. LS QC Checklist (PDF)	x-xxxx_Stage2_LS_2LS1_QC_Checklist	No	No	No
2LS2. LS QA Checklist (PDF)	x-xxxx_Stage2_LS_2LS2_QA_Checklist	No	No	No
2LS2. LS QC Checklist (PDF)	x-xxxx_Stage2_LS_2LS2_QC_Checklist	No	No	No
2LS1. NCDOT LS Project Review Checklist (PDF)	x-xxxx_NCDOT_LS_Stage2_PRC	No	No	No
3LS1. LS QA Checklist (PDF)	x-xxxx_Stage3_LS_QA_Checklist	No	No	No
3LS1. LS QC Checklist (PDF)	x-xxxx_Stage3_LS_QC_Checklist	No	No	No
3LS1. NCDOT LS Project Review Checklist (PDF)	x-xxxx_NCDOT_LS_Stage3_PRC	No	No	No
4LS1. Final ROW Series Plan Set (Document Set)	x-xxxx_150RightOfWayPlans	No	No	No
4LS1. LS QA Checklist (PDF)	x-xxxx_Stage4_LS_QA_Chcklist	No	No	No
4LS1. LS QC Checklist (PDF)	x-xxxx_Stage4_LS_QC_Checklist	No	No	No
4LS1. NCDOT LS Project Review Checklist (PDF)	x-xxxx_NCDOT_LS_Stage4_PRC	No	No	No

Pavement Design

Upload	File Name for Upload	Required	Secure	External Collab
2PD1. Final Pavement Design Memo (PDF)	x-xxxx_FinalPavementDesignMemo	No	No	Yes



Upload	File Name for Upload	Required	Secure	External Collab
3PD1. Shoulder Drain Memo (PDF)	x-xxxx_ShoulderDrainMemo	No	No	Yes

Railroad

Upload	File Name for Upload	Required	Secure	External Collab
1RR1. Scoping Response Letter (PDF)	x-xxxx_ScopingResponseLetter	No	No	Yes
2RR1. Railroad Design Line and Grade (PDF)	x-xxxx_RailroadDesignLineandGrade	No	No	Yes
2RR1. Railroad PE Agreement (PDF)	x-xxxx_RailroadPEAgreement	No	No	Yes
2RR1. Roadway Plans for Rail Review (PDF)	x-xxxx_RoadwayPlansForRailReview	No	No	Yes
2RR1. Crossing Scope for Off-Site Detour (PDF)	x-xxxx_CrossingScopeOffSiteDetour	No	No	Yes
3RR1. Railroad Signal Planimetric (PDF)	x-xxxx_RailroadSignalPlanimetric	No	No	Yes
3RR1. Railroad Design Plans (PDF)	x-xxxx_RailroadDesignPlans	No	No	Yes
3RR2. Railroad Agreements (Document Set)	x-xxxx_RailroadAgreements	No	No	Yes
3RR2. Railroad Project Special Provisions (Document Set)	x-xxxx_SealedSPRailroadPlans	No	No	Yes



Right of Way

Upload	File Name for Upload	Required	Secure	External Collab
3RD1. Right of Way (ROW) Plans (PDF)	x-xxxx_ROW	No	No	Yes

Roadside Environmental

Upload	File Name for Upload	Required	Secure	External Collab
2E1. Preliminary E&SC Field Inspection Plans (PDF)	x-xxxx_PreliminaryESCFieldInspectionPlans	No	No	No
2RE1. ROW/Easement Request File (PDF)	x-xxxx_ROW EasementRequestFile	No	No	No
3RE1. E&SC Plan Set (PDF)	x-xxxx_FinalESCPlanSet	No	No	Yes

Roadway

Upload	File Name for Upload	Required	Secure	External Collab
2RD2. Design Recommendation Plan Set (Document Set)	x-xxxx_DesignRecommendationPlanSet	No	No	No
2RD2. Lighting Evaluation Report (PDF)	x-xxxx_LightingEvaluationReport	No	No	No
2RD2. Agreement with Municipality for Lighting Ownership and Maintenance (PDF)	x-xxxx_AgreementwithMunicipalityforLightingOwnershipandMaintenance	No	No	No
2RD2. Location and Design Approval Support Document (PDF)	x-xxxx_LocationandDesignApprovalSupportDocument	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
2RD3. Field Inspection Plan Set (Document Set)	x-xxxx_FieldInspectionPlanSet	No	No	No
2RD4. Right-of-Way Plan Set with Noise Wall Locations (Document Set)	x-xxxx_ROWPlanSetwithNoiseWallLocations	No	No	No
3RD1. Design Complete Review Plan Set (Document Set)	x-xxxx_DesignCompleteReviewPlanSet	No	No	No
3RD1. Lighting Plans Prepared in MicroStation (PDF)	x-xxxx_LightingPlansPreparedinMicroStation	No	No	No

Signing and Delineation

Upload	File Name for Upload	Required	Secure	External Collab
2SD1. Preliminary Signing and Delineation Strip Map (PDF)	x-xxxx_PreliminarySDStripMap	No	No	No
2SD1. Correspondence pertaining to conflict resolution (Document Set)	x-xxxx_SDConflictResolutionCorrespondence	No	No	No
2SD1. Plan Submittals (PDF)	x-xxxx_SDPlanSubmittals	No	No	No
3SD1. Approved Strip Map (PDF)	x-xxxx_ApprovedSDStripMap	No	No	No
3SD1. Overhead Sign Locations (PDF)	x-xxxx_OverheadSignLocations	No	No	No
3SD1. Final Plans (PDF)	x-xxxx_FinalSDPlans	No	No	No



Utilities

Upload	File Name for Upload	Required	Secure	External Collab
1UT2. Utility Risk Analysis and Inventory Report (PDF)	x-xxxx_UtilityRiskAnalysisAndInventoryReport	No	No	No
2UT1. Utility Project Outline (PDF)	x-xxxx_UtilityProjectOutline	No	No	No
2UT1. Utility Construction Request (UCR) (Document Set)	x-xxxx_UtilityConstructionRequest	No	No	No
2UT2. Utility Relocation (PH 250) Estimate (PDF)	x-xxxx_UtilityRelocationEstimate	No	No	No
2UT2. Utility Construction (PH 300) Estimate (PDF)	x-xxxx_UtilityConstructionEstimate	No	No	No
2UT3. Utility Coordination Kickoff Meeting Minutes (PDF)	x-xxxx_UtilityCoordinationKickoffMeetingMinutes	No	No	No
2UT3. Conflict Letters (Document Set)	x-xxxx_ConflictLetters	No	No	No
2UT3, Utilities Coordination Working Plans (PDF)	x-xxxx_UilitiesCoordinationWorkingPlans	No	No	No
2UT3. Relocation Schedule (PDF)	x-xxxx_RelocationSchedule	No	No	No
2UT3. Subsurface Utility Engineering (SUE) Level A Request (Document Set)	x-xxxx_SubsurfaceUtilityEngineering(SUE)LevelARequest	No	No	No
2UT3. Utility Easement Request and Utility	x-xxxx_UtilityEasementRequestandUtilityParcelList	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
Parcel List (Document Set)				
2UT3. Preliminary Utility Construction Plans (Document Set)	x-xxxx_PreliminaryUtilityConstructionPlans	No	No	No
2UT3. Backflow Preventer List (PDF)	x-xxxx_BackflowPreventerList	No	No	No
2UT3. Geotechnical Investigation (Trenchless) Request (Document Set)	x-xxxx_GeotechnicalInvestigation(Trenchless)Request	No	No	No
2UT4. Utility Relocation (PH 250) Estimate (PDF)	x-xxxx_UtilityRelocationEstimate	No	No	No
5UT1. Submittal Review Letter (PDF)	x-xxxx_SubmittalReviewLetter	No	No	No
5UT1. Revised Utility Construction Plan Sheets (Document Set)	x-xxxx_RevisedUtilityConstructionPlanSheets	No	No	No

Value Management

Upload	File Name for Upload	Required	Secure	External Collab
1VM1. Risk Assessment Study Report (PDF)	x-xxxx_RASudyReport	No	No	Yes
1VM1. Constructability Review Outputs (PDF)	x-xxxx_CROutputs	No	No	Yes
2VM1. Value Engineering Study "Report" (PDF)	x-xxxx_VESudy	No	No	Yes



Transportation Mobility and Safety

Congestion Management

Upload	File Name for Upload	Required	Secure	External Collab
1TM1. Express Design Traffic Analysis Memorandum (PDF)	x-xxxx_ExpressDesignTrafficAnalysisMemo	No	No	Yes
2TM1. Traffic Operations Analysis Technical Memorandum (PDF)	x-xxxx_TrafficOperationsAnalysisTechMemo	No	No	Yes
2TM1. Final approved Interchange Access Report (IAR) (PDF)	x-xxxx_InterchangeAccessReport_IAR	No	No	Yes

Signal System Timing & Operations

Upload	File Name for Upload	Required	Secure	External Collab
3SS1. List of Affected Signal Systems and Signals (XLSX)	x-xxxx_AffectedSystemsSignals	No	No	Yes

Traffic Management

Upload	File Name for Upload	Required	Secure	External Collab
1TP2. Project Level Traffic Forecast Report (PDF)	x-xxxx_TrafficForecastReport	Yes	No	Yes
1FS2. Capacity Analysis Report (PDF)	x-xxxx_CapacityAnalysisReport	Yes	No	Yes



Traffic Safety

Upload	File Name for Upload	Required	Secure	External Collab
2TS1. Traffic Signal Recommendations Supporting Documents (PDF)	x-xxxx_TrafficSignalRecommendations	No	No	Yes
2TS1. Traffic Safety Alternative Analysis Supporting Documents (PDF)	x-xxxx_AlternativesAnalysisReport	No	No	Yes
2TS1. Safety Data and Analysis for Environmental Document Supporting Documents (PDF)	x-xxxx_SafetyDataAnalysis	No	No	Yes
2TS1. Roadway Plan Review (PDF)	x-xxxx_RoadwayPlanReview	No	No	Yes
2TS1. TMP Review (PDF)	x-xxxx_TMPReview	No	No	Yes
2TS1. Signing and Delineation Review (PDF)	x-xxxx_SigningDelineationReview	No	No	Yes

Traffic Systems Operations

Upload	File Name for Upload	Required	Secure	External Collab
2TO1. Traffic Operations Recommendations (PDF)	x-xxxx_TrafficOpsRecommendations	No	No	Yes
2TO1. Initial Incident Management Strategies Recommendations (PDF)	x-xxxx_IncidentManagementStrategies	No	No	Yes
1TO1. Updated Operational Risk Assessment (PDF)	x-xxxx_OperationalRiskAssessment	No	No	Yes



3TO1. Final Incident Management Plan (PDF)	x-xxxx_IncidentManagementPlan	No	No	Yes
3TO1. Final Demand Management Plan (PDF)	x-xxxx_DemandManagementPlan	No	No	Yes
3TO1. Final Traffic Operations Plan (PDF)	x-xxxx_TrafficOperationsPlan	No	No	Yes
3TO1. Final Equipment List (XLSX)	x-xxxx_EquipmentList	No	No	Yes

Transportation Signals and ITS Design

Upload	File Name for Upload	Required	Secure	External Collab
3SG1. Project Special Provisions (PDF)	x-xxxx_ProjectSpecialProvisions	No	No	Yes
3SG1. Complete Project Documentation (PDF)	x-xxxx_CompleteProjectDocumentation	No	No	Yes

PS&E Checklist

Key Documents

Upload	File Name for Upload	Required	Secure	External Collab
3UT1. Utility Agreement Upload (Document Set)	x-xxxx_UtilityConstructionAgreementPackages	No	No	No
3RR2. Rail Agreement Upload (Document Set)	x-xxxx_RailroadAgreements	No	No	Yes
4PM1. Municipality Agreement Upload (Document Set)	x-xxxx_MunicipalityAgreement	No	No	No
4PM1. Other Agreement Upload (Document Set)	x-xxxx_OtherAgreements	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
4UT1. Utility Certification Upload (PDF)	x-xxxx_UtilityCertification	No	No	No
3RR2. Railroad Certification Upload (PDF)	x-xxxx_RailroadCert	No	No	No
3RW2. Right of Way Certification Upload (PDF)	x-xxxx_ROWCert	No	No	No
4PM1. Other Certification Upload (PDF)	x-xxxx_OtherCert	No	No	No
2EN1. Section 7 End. Species Consultation — Biological Assessment Upload (Document Set)	x-xxxx_BA	No	No	Yes
2EN1. Section 7 End. Species Consultation — Biological Opinion Upload (Document Set)	x-xxxx_BO	No	No	Yes
2EN1. Section 7 End. Species Consultation — Biological Evaluation Upload (Document Set)	x-xxxx_BE	No	No	Yes
2EN1. Section 7 End. Species Consultation — USFWS IPaC Letter Upload (Document Set)	x-xxxx_IPaCLetter	No	No	No
2EN1. Section 7 End. Species Consultation — USFWS PBO Compliance Documentation Upload (Document Set)	x-xxxx_PBOCompliance	No	No	No
3HY1. NFIP/CLOMR or SFC — one for each crossing (FEMA) Upload (Document Set)	x-xxxx_ApprovedSFCCLOMRPackages	No	No	Yes
4UT1. DEQ Water Permit (From Municipality) Upload (Document Set)	x-xxxx_WaterPermits	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
4UT1. DEQ Sewer Permit (From Municipality) Upload (Document Set)	x-xxxx_SewerPermits	No	No	No
2EP1. Signed Environmental Document — Categorical Exclusion Document (CE) Upload (PDF)	x-xxxx_CE	No	No	Yes
2EP1. Signed Environmental Document — Minimum Criteria Determination Checklist (MCDC) Upload (PDF)	x-xxxx_MCDC	No	No	Yes
2EP1. Signed Environmental Document — Environmental Assessment (EA) Upload (PDF)	x-xxxx_EA	No	No	Yes
2EP1. Signed Environmental Document — Finding of No Significant Impact (FONSI) or Combined EA/FONSI Upload (PDF)	x-xxxx_FONSI	No	No	Yes
2EP1. Signed Environmental Document — Environmental Impact Statement (EIS) Upload (PDF)	x-xxxx_EIS	No	No	Yes
2EP1. Signed Environmental Document — Record of Decision (ROD) Upload (PDF)	x-xxxx_ROD	No	No	Yes
3EP1. NEPA/SEPA Consultation — ROW Consultation Upload (PDF)	x-xxxx_ROWConsultation	No	No	Yes
4EP1. NEPA/SEPA Consultation — Construction Consultation Upload (PDF)	x-xxxx_ConstructionConsultation	No	No	Yes
2RD2. Approved Design Exception (PDF)	x-xxxx_DesignExceptionPackage	No	No	Yes
1TP2. Traffic Forecast Upload (PDF)	x-xxxx_TrafficForecastReport	No	No	Yes



Final Plan Sets

Upload	File Name for Upload	Required	Secure	External Collab
4RD1. FINAL 100 Roadway Special Provisions Upload (Document Set)	x-xxxx_SealedSPRoadwayPlans	No	No	No
4LS1. FINAL 150 Right of Way Special Provisions Upload (Document Set)	x-xxxx_SealedSPROWPlans	No	No	No
3TM1. FINAL 200 Transportation Management Special Provisions Upload (Document Set)	x-xxxx_SealedSPTransportationManagement Plans	No	No	No
3SD1. FINAL 210 Pavement Marking Special Provisions Upload (Document Set)	x-xxxx_SealedSPPavementMarkingPlans	No	No	No
3RD1. FINAL 220 Electrical Special Provisions Upload (Document Set)	x-xxxx_SealedSPElectricalPlans	No	No	No
4RE1. FINAL 230 Erosion Control Special Provisions Upload (Document Set)	x-xxxx_SealedSPFinalESCPlan	No	No	No
3RE1. FINAL 240 Reforestation Special Provisions Upload (Document Set)	x-xxxx_SealedSPReforestationPlans	No	No	No
3SD1. FINAL 250 Signing Special Provisions Upload (Document Set)	x-xxxx_SealedSPFinalSDPlans	No	No	No
3SG1.1 FINAL 260 Signal Special Provisions Upload (Document Set)	x-xxxx_SealedSPSignalPlans	No	No	No
3SG1.3 FINAL 270 ITS Special Provisions Upload (Document Set)	x-xxxx_SealedSPITSPlans	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
4UT1. FINAL 280 Utility Construction Special Provisions Upload (Document Set)	x-xxxx_SealedSPUtilityConstructionPlans	No	No	No
4UT1. FINAL 290 Utilities by Others Special Provisions Upload (Document Set)	x-xxxx_SealedSPUtilitiesByOthersPlans	No	No	No
4RD1. FINAL 300 Cross Section Special Provisions (Document Set)	x-xxxx_SealedSPCrossSectionPlans	No	No	No
4ST1. FINAL 400 Structure – Bridges Special Provisions Upload (Document Set)	x-xxxx_SealedSPBridgesStructurePlans	No	No	No
4ST1. FINAL 410 Structure – Culverts Special Provisions Upload (Document Set)	x-xxxx_SealedSPCulvertsStructurePlans	No	No	No
4ST1. FINAL 420 Structure – Walls Special Provisions Upload (Document Set)	x-xxxx_SealedSPWallsStructurePlans	No	No	No
2GT3. FINAL 500 Roadway Subsurface Special Provisions Upload (Document Set)	x-xxxx_SealedSPPvmtSubgradeInvestigationRecommendationRpt	No	No	No
2GT3. FINAL 510 Structure Subsurface Special Provisions Upload (Document Set)	x-xxxx_SealedSPStructureSubsurfacePlans	No	No	No
4GT1. FINAL 520 Geoenvironmental Special Provisions Upload (Document Set)	x-xxxx_SealedSPGeoenvironmental	No	No	No
FINAL Other Special Provisions Upload (Document Set)	x-xxxx_SealedSPOtherFinalPlanSets	No	No	No



Correspondence Docu-set Documents

Upload	File Name for Upload	Required	Secure	External Collab
2RD2. Approved Design Criteria and Associated Typical Sections (PDF)	x-xxxx_AprovedDesignCriteria	No	No	No
2PM3. ROW Field Inspection Minutes & Questions Upload (PDF)	x-xxxx_ROWFieldInspectionMinutesQuestions	No	No	No
2PM3. Combine Field Inspection (CFI) Minutes, Questions Upload (PDF)	x-xxxx_CFIMinutes	No	No	No
3PM3. Design Complete Field Inspection Minutes, Questions Upload (PDF)	x-xxxx_PLFIMinutes	No	No	No
2PD1. Final Pavement Design Recommendation Upload (PDF)	x-xxxx_PavementDesignMemo	No	No	No
2GT3. Bridge Foundation Report Upload (PDF)	x-xxxx_BridgeFoundationReport	No	No	No
1GT1. Geotechnical Recommendations: Planning, Roadway, Structures, & Pavement (if available) Upload (Document Set)	x-xxxx_GeotechnicalRecommendationsPlanning	No	No	No
3GT3. Shoring Recommendations including letters, SP's, details, etc. Upload (PDF)	x-xxxx_ShoringRecommendations	No	No	No

Roadway Supporting Documents

Upload	File Name for Upload	Required	Secure	External Collab
4RD1. Calculation of Quantities Package (PDF) Upload (PDF)	x-xxxx_CalculationQuantitiesPackage	No	No	No
4RD1. Cost Base Estimate Quantity Breakdown Sheet Upload (PDF)	x-xxxx_CostBaseEstimate	No	No	No
4RD1. Force Account Estimates Upload (PDF)	x-xxxx_ForceAccountEstimates	No	No	No



Upload	File Name for Upload	Required	Secure	External Collab
4RD1. Earthwork Log Files, Computation, and Balance Card (Document Set)	x-xxxx_EarthworkComputations	No	No	No
4RD1. Supporting Doc. added to 1A Roadway Sheet – Index Sheet (.doc) Upload (PDF)	x-xxxx_SupportingDocumentIndexSheet	No	No	No
4RD1. Supporting Doc. added to 1A Roadway Sheet – List of Roadway Standards (.xls) Upload (XLSX)	x-xxxx_SupportingDocumentRoadStandards	No	No	No
4RD1. Supporting Doc. added to 1A Roadway Sheet – General Notes (.xls) Upload (XLSX)	x-xxxx_SupportingDocumentsGeneralNotes	No	No	No
3RW2. 200 Series R/W items/Memo (building removal) Upload (PDF)	x-xxxx_BuildingRemoval	No	No	No
4RD1. Checklist for Coordination of Roadway and Structure Plans Upload (PDF)	x-xxxx_RoadwayandStructureChecklist	No	No	No
4RD1. Review List for Final Construction Plans Upload (PDF)	x-xxxx_FinalConstructionPlansList	No	No	No
4RD1. Final Estimate – Quantities Only (PDF) Upload (PDF)	x-xxxx_QuantitiesFinalEstimate	No	No	No

Intermediate Contract Time (ICT's)

Upload	File Name for Upload	Required	Secure	External Collab
3TM1. ICTs to accompany Transp. Mgmt. Plans (.doc) Upload (Document Set)	x-xxxx_TransportationManagementPlanICTs	No	No	No
3TM1. ICTs to accompany Signal Plans (.doc) Upload (Document Set)	x-xxxx_SignalPlansICTs	No	No	No
3SG1. ICTs to accompany ITS Plans (.doc) Upload (Document Set)	x-xxxx_ITSPPlansICTs	No	No	No



Geospatial File Uploads

Overall Geospatial File Standards

Geospatial data (SHP or DGN files) uploaded through ATLAS must meet the standards being outlined below. This is spatial data associated with PDN processes. Harvesting this spatial data can help inform future project work in the region. These standards are in line with NCDOT's Geospatial Standards and Practices found at: <https://connect.ncdot.gov/resources/gis/Pages/GIS-Standards.aspx>.

Each geospatial deliverable must follow a defined schema, include standard ATLAS fields, as well as the overall geospatial standards outlined below. A set of GIS shapefile templates are available for download [here](#) to assist you in following the schema standards.

1. Spatial Reference

All GIS Data shall be in the North American Datum 1983 (NAD83) Horizontal geodetic datum and referenced in the NC State Plane Coordinate System (NCSPC) and in the North American Vertical Datum of 1988 (NAVD88). Measurement units are in US Survey feet. NCDOT's LRS is referenced to this common spatial reference.

Details:

Projected Coordinate System:	NAD_1983_StatePlane_North_Carolina_FIPS_3200_Feet
Projection:	Lambert_Conformal_Conic
False_Easting:	2000000.00261667
False_Northing:	0.00000000
Central_Meridian:	-79.00000000
Standard_Parallel_1:	34.33333333
Standard_Parallel_2:	36.16666667
Latitude_Of_Origin:	33.75000000
Linear Unit:	Foot_US
Geographic Coordinate System:	GCS_North_American_1983
Datum:	D_North_American_1983
Prime Meridian:	Greenwich
Angular Unit:	Degree

2. Supported Data Formats

As a rule, all spatial data should be delivered as Esri shapefiles. Exceptions are noted in the individual subject area sections. Shapefiles shall be submitted as individual zipped shapefiles. All Shapefiles shall include at a minimum a .shp, .shx, .dbf, and .prj . CAD files shall be submitted in .dgn format where required.



3. Expected Fields and Formats

GIS uploads are validated in terms of fields and field types. To streamline compliance, ATLAS provides an ATLAS GIS Schema basefiles on the [ATLAS Resources page](#). Alternatively, users may create their own shapefiles using the information provided in the following pages. Metadata for these layers must be compliant with the [NCDOT Metadata Content Standard for Geospatial Data](#).

4. General Naming Convention

All ATLAS deliverables are assigned file naming conventions that follow this general format: **ProjectID_ShapefileName**. No spaces are allowed in the name.

Examples:

- A CCR DCIA shapefile for Project Number U-5711 is named:
 - U-5711_ccrDCIA.shp

The ProjectID is usually the Project Number (e.g., U-5711, 17BP.1.R.84, B-5606, 44833). This is tied to the Project Name set up for the Connect Scoping and Preconstruction site requests. Shapefile Name is a short name for the spatial data deliverable. There are tool tips in the ATLAS Workbench application interface that will guide you to the correct naming convention for your upload.

5. Zipped Folder Uploads

Each GIS Shapefile or DGN must be zipped up before upload to the Workbench.

Over time new geospatial data may be introduced in any of the subject areas. These data files shall be named in the manner described above. Contact ATLAS@ncdot.gov for adding new uploads to the list of Standards and Workbench tool.

ATLAS Fields

Shapefiles (including shapefiles being created under the subject areas) should contain the following four fields: ProjNumber (Project Number from SharePoint), DateCreate (Date the Shapefile was Created), RptName (Report Name associated with the shapefile), and Notes (User Notes). These fields will help ensure spatial data received by NCDOT can be incorporated into tools being developed by ATLAS. Every shapefile uploaded to ATLAS Workbench must at a minimum contain the ATLAS fields described below. Navigate to an individual spatial data specification section to review what fields may be required for your GIS upload.

How to Interpret the GIS Upload Tables

The GIS tables throughout this document will be organized using the following columns:

Field Name – This is the name of the shapefile field. If creating shapefiles from scratch, make sure that fields are spelled exactly as in the tables below. Please see the [Final Uploads and Spatial Data Specifications](#) section for specific fields that are added to shapefiles by Subject Area.

Required/Not Required – This column specifies if the field in the GIS file is required, not required, or automatically generated.. The required fields are: *ProjNumber* and *DateCreate*. In the tables the required fields are displayed with **red** text.



Type & Length – These are the field specifications for the field.

Description – This is a brief description of the field.

FID	Shape	ProjNumber	DateCreate	RptName	Notes
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Simple blank GIS shapefile template

GIS Schemas

2EN1. Aquatic Survey Start and End Points (x9999_AquaticSurveyLocation)

Field Name	Required Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint



2EN1. Aquatic Survey Reach (x9999_AquaticSurveyReach)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

2EN2. Community Characteristics Report Direct Impact Area (x9999_ccrDCIA)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint



2EN2. Community Characteristics Report Direct Service Area (x9999_ccrDSA)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

2EN2. Community Impact Assessment Direct Impact Area (x9999_ciaDCIA)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint



2EN2. Community Impact Assessment Direct Service Area (x9999_ciaDSA)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

2EN1. Delineated Open Waters (x9999_DelineatedOpenWaters)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
MapID	Not Required	String	20	Map ID used in the NRTR map



Field Name	Required/Not Required	Type	Length	Description
Name	Not Required	String	100	Name of body of water
DocURL	Automatic	String	254	Location of data on SharePoint

2EN1. Delineated Streams (x9999_DelineatedStreams)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
MapID	Not Required	String	20	Map ID used in the NRTR map
Type	Not Required	String	100	Classification (NCSAM)
Rating	Not Required	String	20	Rating (NCSAM)
HydroClass	Not Required	String	20	Hydrological classification
DocURL	Automatic	String	254	Location of data on SharePoint

2EN1. Delineated Wetlands (x9999_DelineatedWetlands)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry



Field Name	Required/Not Required	Type	Length	Description
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
MapID	Required	String	20	Map ID used in the NRTR map
Type	Not Required	String	100	Name of body of water
Rating	Not Required	String	20	Rating (NCWAM)
HydroClass	Not Required	String	20	Hydrological classification
Cowardin	Not Required	String	20	Classification of Wetlands and Deepwater Habitats
AreaInSA	Not Required	Double	19	Area (in acres) of water body within the study area
DocURL	Automatic	String	254	Location of data on SharePoint

2GT1. Geo-Environmental Sites of Concern (x9999_GESitesofConcern)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL



Field Name	Required/Not Required	Type	Length	Description
Notes	Not Required	String	254	User Notes
ProjMgr	Not Required	String	50	GeoEnvironmental Project Manager Name
ParcelNo	Not Required	String	20	NCDOT Parcel Number
ProName	Not Required	String	254	Business Name
ProAdr	Not Required	String	50	Property Address line 1
ProAdr2	Not Required	String	50	Property Address line 2
ProCity	Not Required	String	50	Property City
ProCounty	Not Required	String	100	Property Zip code
ProZip	Not Required	String	15	Property County
ProPh	Not Required	String	15	Property Phone Number
USTOwnName	Not Required	String	254	Underground Storage Tank Owner Name
USTOwnAdr	Not Required	String	50	Underground Storage Tank Owner Address line 1
USTOwnAdr2	Not Required	String	50	Underground Storage Tank Owner Address line 2
USTOwnCity	Not Required	String	50	Underground Storage Tank Owner City
USTOwnStat	Not Required	String	20	Underground Storage Tank Owner State
USTOwnZip	Not Required	String	15	Underground Storage Tank Owner Zip code
ProOwnName	Not Required	String	254	Property Owner Name
ProOwnAdr	Not Required	String	50	Property Owner Address line 1
ProOwnAdr2	Not Required	String	50	Property Owner Address line 2
ProOwnCity	Not Required	String	50	Property Owner City
ProOwnStat	Not Required	String	20	Property Owner State
ProOwnZip	Not Required	String	15	Property Owner Zip code
ProOwnPh	Not Required	String	15	Property Owner Phone Number
Status	Not Required	String	50	Comments such as No Further Action, Tanks Removed, Additional Assessment Need
USTNo	Not Required	String	20	Underground Storage Tank Number
Contamn	Not Required	String	5	Is Site Contaminated? (Yes/No)



Field Name	Required/Not Required	Type	Length	Description
FacilityID	Not Required	String	10	Facility ID Number
IncType	Not Required	String	50	Incident Type / ID Number
SitePhoto	Not Required	String	254	Site Photograph
RptType	Not Required	String	50	Report Type: Pre-Scope, Phase I, Phase II, Phase III, or Other
EngFirm	Not Required	String	50	Prime Consulting Firm Responsible for the Product
RptDate	Not Required	Date	8	Date of Phase I, II or III Reports
SubConFirm	Not Required	String	50	Subcontracted Firm
EnteredBy	Not Required	String	5	Initials of Person Entering the Data
SiteNo	Not Required	String	10	Site Number from Phase I Report
AnticRisk	Not Required	String	15	Anticipated Risk to the Project, High, Moderate, or Low
SiteType	Not Required	String	30	Petroleum, Dry Cleaner, Landfill, Small Business, Manufacturing...
Lat	Not Required	Double	19	Latitude
Long	Not Required	Double	19	Longitude
DocURL	Automatic	String	254	Location of data on SharePoint

2EN2. Future Land Use Study Area (x9999_iceFLUSA)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile



Field Name	Required/Not Required	Type	Length	Description
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

1LS1. Survey Limits (x9999_LimitsofSurvey)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

Mapping Limits (x9999_PrelimMappingLimits)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile



Field Name	Required/Not Required	Type	Length	Description
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

2EN1. Probable Development Area (PDA) study area (x9999_ProbableDevArea)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint
LUSADate	Not Required	String	12	Date LUSA was approved
PDANo	Not Required	String	50	Probable Development Area Number

1EN1. Project Study Area (x9999_ProjectStudyArea)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint



Field Name	Required/Not Required	Type	Length	Description
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

2EN1. Protected Species Point (x9999_ProtectedSpeciesPoint)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
ComName	Not Required	String	100	Species common name
SciName	Not Required	String	100	Species scientific name
SurveyDate	Not Required	Date	8	Date survey conducted for element occurrence
FirstObs	Not Required	Date	8	Date element occurrence was first observed
HabitatCom	Not Required	String	254	Brief description of the known habitats in which element is found
SurveySite	Not Required	String	254	Description of survey site



Field Name	Required/Not Required	Type	Length	Description
EOData	Not Required	String	254	Element Occurrence data description
Surveyors	Not Required	String	254	Name of surveyors
GenDesc	Not Required	String	254	General description
DocURL	Automatic	String	254	Location of data on SharePoint

2EN1. Protected Species Polygon (x9999_ProtectedSpeciesPolygon)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
ComName	Not Required	String	100	Species common name
SciName	Not Required	String	100	Species scientific name
SurveyDate	Not Required	Date	8	Date survey conducted for element occurrence
FirstObs	Not Required	Date	8	Date element occurrence was first observed
HabitatCom	Not Required	String	254	Brief description of the known habitats in which element is found
SurveySite	Not Required	String	254	Description of survey site
EOData	Not Required	String	254	Element Occurrence data description
Surveyors	Not Required	String	254	Name of surveyors



Field Name	Required/Not Required	Type	Length	Description
GenDesc	Not Required	String	254	General description
DocURL	Automatic	String	254	Location of data on SharePoint

2EN1. RCW Study Area (x9999_RCWStudyArea)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

Scoping Study Area (x9999_ScopingStudyArea)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL



Field Name	Required/Not Required	Type	Length	Description
Notes	Not Required	String	254	User Notes
DocURL	Automatic	String	254	Location of data on SharePoint

Terrestrial Plant Point (x9999_TerrestrialPlantPoint)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
ComName	Not Required	String	100	Species common name
SciName	Not Required	String	100	Species scientific name
SurveyDate	Not Required	Date	8	Date survey conducted for element occurrence
FirstObs	Not Required	Date	8	Date element occurrence was first observed
HabitatCom	Not Required	String	254	Brief description of the known habitats in which element is found
SurveySite	Not Required	String	254	Description of survey site
EOData	Not Required	String	254	Element Occurrence data description
Surveyors	Not Required	String	254	Name of surveyors
GenDesc	Not Required	String	254	General description
DocURL	Automatic	String	254	Location of data on SharePoint



Terrestrial Plant Polygon (x9999_TerrestrialPlantPolygon)

Field Name	Required/Not Required	Type	Length	Description
FID	Automatic	OID	4	System-defined unique identifier
Shape	Automatic	Geometry	0	System-defined geometry
ProjNumber	Required	String	254	Project Number from SharePoint
DateCreate	Required	Date	8	Date Shapefile was created
ContName	Not Required	String	254	Name of contractor that collected data
RptName	Not Required	String	254	Report name associated with the shapefile
ProjURL	Automatic	String	254	SharePoint folder location in URL
Notes	Not Required	String	254	User Notes
ComName	Not Required	String	100	Species common name
SciName	Not Required	String	100	Species scientific name
SurveyDate	Not Required	Date	8	Date survey conducted for element occurrence
FirstObs	Not Required	Date	8	Date element occurrence was first observed
HabitatCom	Not Required	String	254	Brief description of the known habitats in which element is found
SurveySite	Not Required	String	254	Description of survey site
EOData	Not Required	String	254	Element Occurrence data description
Surveyors	Not Required	String	254	Name of surveyors
GenDesc	Not Required	String	254	General description
DocURL	Automatic	String	254	Location of data on SharePoint



APPENDIX A - Expected Values

Threatened & Endangered Species

Protected Species Point

[Jump to Spatial Data deliverable](#)

Field	Description	Expected Values
ComName	Species common name	Please refer to a current USFWS IPaC resource list, ATLAS USFWS Species Consultation Range (part 1 & part 2) layers, and/or ATLAS NMFS NOAA Species Consultation Range layer.
SciName	Species scientific name	Please refer to a current USFWS IPaC resource list, ATLAS USFWS Species Consultation Range (part 1 & part 2) layers, and/or ATLAS NMFS NOAA Species Consultation Range layer.
PhysProv	Physiographic Province Values	M Mountains (Blue Ridge) = All parts of North Carolina west of the foot of the Blue Ridge Escarpment. P Piedmont = All parts of North Carolina east of the foot of the Blue Ridge Escarpment and west of the Fall Line, including outlying "foothill" ranges, such as the Brushy, Uwharrie, Sauratown, and South mountains. S Sandhills = The southwestern portion of the Coastal Plain province consisting mostly of deep aeolian sands of the Middendorf and Pinehurst formation (portions of Cumberland, Harnett, Hoke, Lee, Moore, Richmond, Scotland, and Montgomery counties). The Sandhills are actually part of the Coastal Plain but are here distinguished because of their distinctive geomorphology and vegetation. C Coastal Plain = All parts of North Carolina east of the Fall Line, excluding the Sandhills region and those portions associated with tidal water (ocean, sounds, barrier islands, and mainland brackish or salt marshes). T Tidewater = That part of the state associated with tidal water, such as the ocean and barrier islands, sounds, estuaries, and mainland brackish or salt marshes.



Protected Species Polygon

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Field	Description	Expected Values
ComNam	Species common name	Please refer to a current USFWS IPaC resource list, ATLAS USFWS Species Consultation Range (part 1 & part 2) layers, and/or ATLAS NMFS NOAA Species Consultation Range layer.
SciNam	Species scientific name	Please refer to a current USFWS IPaC resource list, ATLAS USFWS Species Consultation Range (part 1 & part 2) layers, and/or ATLAS NMFS NOAA Species Consultation Range layer.
PhysProv	Physiographic Province Values	M Mountains (Blue Ridge) = All parts of North Carolina west of the foot of the Blue Ridge Escarpment. P Piedmont = All parts of North Carolina east of the foot of the Blue Ridge Escarpment and west of the Fall Line, including outlying "foothill" ranges, such as the Brushy, Uwharrie, Sauratown, and South mountains. S Sandhills = The southwestern portion of the Coastal Plain province consisting mostly of deep aeolian sands of the Middendorf and Pinehurst formation (portions of Cumberland, Harnett, Hoke, Lee, Moore, Richmond, Scotland, and Montgomery counties). The Sandhills are actually part of the Coastal Plain but are here distinguished because of their distinctive geomorphology and vegetation. C Coastal Plain = All parts of North Carolina east of the Fall Line but excluding the Sandhills region and those portions associated with tidal water (ocean, sounds, barrier islands, and mainland brackish or salt marshes). T Tidewater = That part of the state associated with tidal water, such as the ocean and barrier islands, sounds, estuaries and mainland brackish or salt marshes.

Natural Resources

Delineated Streams

[Jump to Spatial Data deliverable](#)

Field	Description	Expected Values
Type	NCSAM Stream type classification	"Oa1" "Oa2" "Oa3" "Oa4" "Ia1" "Ia2" "Ia3" "Ia4" "Ib1" "Ib2" "Ib3" "Ib4" "Pa1" "Pa2" "Pa3" "Pa4" "Pb1" "Pb2" "Pb3" "Pb4" "Ma1" "Ma2" "Ma3" "Ma4" "Mb1" "Mb2" "Mb3" "Mb4" "TM"
Rating	Rating from NCSAM	"High" "Medium" "Low"
HydroClass	Hydrological classification	"Riparian" "Non-Riparian"



Delineated Wetlands

[Jump to Spatial Data deliverable](#)

Field	Description	Expected Values
Type	NCWAM wetland type classification	"Salt/Brackish Marsh" "Estuarine Woody Wetland" "Tidal Freshwater Marsh" "Riverine Swamp Forest" "Seep" "Hardwood Flat" "Non-Riverine Swamp Forest" "Pocosin" "Pine Savanna" "Pine Flat" "Basin Wetland" "Bog" "Non-Tidal Freshwater Marsh" "Floodplain Pool" "Headwater Forest" "Bottomland Hardwood Forest"
Rating	Rating from NCWAM	"High" "Medium" "Low"
HydroClass	Hydrological classification	"Riparian" "Non-Riparian"