



Electronic Plan Review (EPR) Upload and Submittal Standards

Supporting Documents

The Temporary Traffic Control Plan (TTCP) Application should be uploaded directly to the 'Supporting Docs' folder, and shall include the following information:

- Location and Related Permits
- Applicant Contact Information
- Printed Name and Signature

If applicable, please upload expired TTCPs to the 'Support Docs' folder.

Project Plans

All project drawings and notes should be uploaded to the 'Plans' folder. TTCPs submitted for EPR shall be uploaded as a separate page, single-page electronic files for each sheet in landscape orientation with a maximum file size of 3MB. PDF is the preferred file format. Multiple page electronic files are not acceptable. Refer to the TTCP Application and Requirements packet for information regarding specific plan requirements.

Final Naming and Size Standards

File uploaded to EPR shall not exceed 3MB in size. File names of uploaded electronic plan sheets should be written in the following formats:

'Plans' Folder

- Temporary Traffic Control Plans: TTCP1.0, TTCP2.0, TTCP3.0, TTCP4.0, etc...

'Supporting Docs' Folder

- Application: TTCP.Application
- Previously Approved: TTCP.Expired