

# PLANS PREPARATION MANUAL

Issued by  
STATE OF CALIFORNIA  
CALIFORNIA STATE TRANSPORTATION AGENCY  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF DESIGN  
OFFICE OF CADD & ENGINEERING GIS SUPPORT

## ***FOREWORD***

This manual establishes uniform standards and procedures to be used when preparing right of way maps, preliminary exhibits and the development of project plans. The text portion of this manual describes what should be contained on each type of project plan sheet. Examples illustrate the standards (particularly design presentation standards) that work for the majority of projects, in all districts.

This manual is first and foremost a “Presentation Manual” of engineered decisions and judgments. This manual states and illustrates how Caltrans presents a project for bidding and construction.

The standards in the latest version of the Plans Preparation Manual available on the internet (<https://dot.ca.gov/programs/design/manual-plans-preparation-manual-ppm>) are to be used unless the standards themselves cannot clearly and concisely show the information. You can subscribe to automatic email notifications of Manual changes and updates at the above website.

If a user chooses to print a hard copy of the Manual, the user is responsible for keeping their hard copy up to date and current.

Questions concerning the contents of the Manual can be directed to:

Editor: Subu Nujella

(916) 227-2572

email: [subu.nujella@dot.ca.gov](mailto:subu.nujella@dot.ca.gov)

*This manual is dedicated to John Gizinos, who even after retirement, gave of his time, effort and knowledge to help produce this manual. John has spent nearly 20 years in the pursuit of assisting the Project Engineer in developing a quality set of contract plans. Without him, this manual might never have been a reality.*