



**STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION**

**ROADWAY DESIGN DIVISION**  
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**INSTRUCTIONAL BULLETIN NO. 16-14**

**NOTES TO DESIGNERS IN SECTION 2-300.05 – R.O.W. NOTES ON PLANS REGARDING DRIVEWAYS**

**AND**

**SECTION 2-300.10.1 – GUIDELINES FOR CONSTRUCTION AND RESURFACING OF PUBLIC ROAD INTERSECTIONS AND DRIVEWAYS ON HIGHWAY PROJECTS –GENERAL**

**Effective for new projects starting after January 1, 2017**, Notes to Designers in *Section 2-300.05 – R.O.W. Notes on Plans Regarding Driveways* and *Section 2-300.10.1 – Guidelines for Construction and Resurfacing of Public Road Intersections and Driveways on Highway Projects - General* of the Roadway Design Guidelines have been updated to incorporate the updated TDOT Manual for Constructing Driveway Entrances on State Highways (2015 Edition). The Roadway Design Guidelines available online does not yet reflect these changes; however, the updated sections are attached to this instructional bulletin.

A handwritten signature in blue ink that reads "Jennifer Lloyd".

Jennifer Lloyd, PE  
Civil Engineering Director  
Roadway Design Division

**2-300.05 R.O.W. NOTES ON PLANS REGARDING DRIVEWAYS (See 3-305.05, 3-310.00, and 6-140.00)**

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**NOTES TO DESIGNERS:**

1. Where surface of existing drive is concrete, substitute 6 inches of concrete for base and surface.
2. For curb and gutter sections, this typical section is to begin at the back edge of the proposed or future sidewalk. See Standard Drawings RP-D-15 and RP-D-16 for design of drives from curb line to back of sidewalk.
3. If an existing drive is greater than 10 feet, the width of the proposed drive shall be equal to the existing width; but not greater than the maximum allowable width as specified in the rules and regulations.
4. If existing drive is gravel, surfacing will be for one shoulder width. The remainder of the drive will be replaced with gravel to the touchdown point.

**2-300.10 GUIDELINES FOR CONSTRUCTION AND RESURFACING OF PUBLIC ROAD INTERSECTIONS AND DRIVEWAYS ON HIGHWAY PROJECTS**

**I. GENERAL**

For new construction projects, new public road intersections and new driveway entrances shall be located and designed in accordance to the TDOT *Manual for Constructing Driveway Entrances on State Highways (2015 Edition)* and to the current RP-D-series standard drawings. For retrofit, resurfacing, and reconstruction projects; the designer should leave existing public road intersections and existing driveway entrances in place if the existing locations do not affect operational safety. It is important to identify potential conflicts during PS&E and have Traffic Operations Division evaluate the potential conflicts because driveway entrance relocations will affect R.O.W. acquisition.