

**STRUCTURAL DRAWINGS AND DETAILS**  
**Instructional Memorandum 700-T**

**Title Sheet**  
June 26, 2024

**General**

The title sheet provides the project information, location, list of bridge drawings, and construction approvals.

**Instructions to Designer**

At a minimum, consider the following items:

- Wherever “X” or “#” is used, replace with project specific values.
- Include the project title information in the top center of the sheet. Project title information includes:
  - county name,
  - project identification number,
  - route/road number and local road name (in parenthesis), and
  - project description.
- Include the Bridge Plans ID in the upper right-hand corner next to the sheet number.
- Provide an index list of sheets in the upper left-hand corner of the sheet. Provide the sheet title next to the sheet number. The description of the sheet in the index should match the title shown on the corresponding sheet.
- Include the following information in the Project Length Box:
  - net length of roadway,
  - net length of bridges,
  - net length of project,
  - length of exceptions, and
  - the gross length of the project.Truncate all lengths at a thousandth of a mile (i.e., 0.001 mi). Approach slabs are not included in the net length of bridges.
- In the Traffic Data Box, include the most recent ADT and the design year ADT. Include with the ADT the year the count was made and the design year. Note the percentage of trucks in the ADT.
- Provide the Asset ID in the box above the Traffic Data.
- Under the title information, include a Project Layout Map. Maps are available on the SCDOT GIS webpage. Use a scale so that enough information can be shown on the map that will allow the user to easily determine the location of the project. On the map, use a circle to indicate the structure location. Use the term “site location” with a leader to the circle. Include the North arrow oriented in the appropriate direction for the map. Indicate the direction of stationing of the project.
- Indicate the approximate location of the bridge by longitude and latitude. Round the approximate location to the nearest second.





South Carolina  
Department of Transportation

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- If the bridge is not being designed in accordance with the Supplemental Design Criteria For Low Volume Bridge Replacement Projects, delete the LVB design reference block in the upper right corner of the sheet.

**Applicable Drawings**

<b>DGN File Name</b>	<b>Drawing Number</b>	<b>Sheet Title</b>
700-01_TITLE_SHT	700-01.TS01	Title Sheet

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