



COMMONWEALTH OF KENTUCKY
TRANSPORTATION CABINET
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DESIGN MEMORANDUM NO. 1-21

TO: Chief District Engineers
Design Engineers
Active Consultants

FROM: Tim Layson, P.E., Director *WTL*
Division of Highway Design

DATE: June 10, 2021

SUBJECT: Final Drainage Folder Submittal

The preparation and submittal of the final drainage folder submittal is an extremely important function in our plan development process. The Highway Design Manual (HD 204.20) states "The final drainage folder shall be prepared by or submitted to the district prior to the submittal of final plans. The final folder shall be reviewed in the district office prior to submittal to the Drainage Branch."

In order to ensure that the Drainage Branch has sufficient time to review the final drainage folder and to verify that previous comments to the folder have been addressed, the submittal of the final drainage folder should be at the same time as the check prints. This will allow a review by the district before submittal to the drainage branch.