

OHIO DEPARTMENT OF TRANSPORTATION - DISTRICT THREE

Project Scope	PID	124356	Project Name	ERI SR 0013 03.89
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Project Overview

Scope Project Mgr.	Kat Wade	Initial Scope Meeting	7/1/2025
Design Project Mgr.	Jane Cullen	Scope Version	Original
In-House Designer(s)	Pitcher, Shelley K	Letting Type	ODOT Let
Environmental Mgr.	Newsome, Connor J	Contract Type	Standard Build
Design Responsibility	Sept 2025 Programmatic (TBD)	PDP Path	Path 2
Design Team	D03 Design Engineering Team 3	File Date	1/1/2030
Primary Work Cat.	Intersection Improvement (Safety)	Federal Aid Number	E250823
		County	ERI
		City/Village	None
Project Termini	ERI-13-3.89 at Mason Rd (CR 13)	Environmental Doc Type	C2
		CFR 940 ITS Project	N/A

Existing Plans	SR 13: Resurfacing (2014) PID 80184, Smoothseal (2021) PID 111437
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Project Description	Convert two-way stop-controlled intersection into single-lane roundabout at SR-13 and Mason Rd in Erie County. (March 2025 Safety Application #202503D03-03)
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Purpose & Need	This intersection has had a history of angle crashes. The intersection was ranked #382 on ODOT's 2024 HSIP Rural Intersection list. From 2019-2023, there were 13 total crashes at the SR-13/Mason Rd. intersection: 6 (46%) injury and 7 (54%) PDO. There were 7 angle, 3 rear-end, 2 left turn, and 1 backing. Due to its superior safety and operational performance, ODOT recommended a single-lane roundabout as the most ideal treatment. Roundabouts are a proven safety countermeasure due to the fact they reduce the number of conflict points and decrease the severity of crashes due to lower vehicle speeds.
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Complete?

Action Items	

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Culvert

Culvert 1	Culvert Location	ERI-13-3.84	CFN	1876492	Prelim Cost Est	TBD
	Description of Work	To the south, not sure getting into it - rather deep. Design to dictate treatment - extend/replace as needed for the roundabout geometry.				
		Existing				
	General Appraisal	8	Year Built			
	Culvert Shape	Circular				
	Culvert Material	Corrugated Metal - Pipe				
	Span	18	in			
	Length	96	ft			

Roundabouts

Roundabout 1 of 0	CRS	ERI-13-3.89	Roundabout Type	Single Lane
	MOT Type	Detour		
	Design Vehicle Type	WB-62*	Center Island Landscaping	With Project
	R/W Req'd	Yes	Right Turn Slip Lane	None
	Survey Req'd	Yes	Truck Apron	Interior
	Soil Borings Req'd	Yes	Outside Curbing	Curb & Gutter
	Utility Relocation Req'd	Yes	Approach Pavement	Asphalt
	Driveway Accom. Req'd	Yes	Grading	Common
	Lighting	Yes	Drainage	Enclosed
	Bicycles	No	Traffic Forecast Type	Simple
	Pedestrian Accommodations	No	Circulating Lanes Configuration	1
	Major Road Approach Lanes	1		
	Minor Road Approach Lanes	1		

* Refer to L&D Manual for vehicle checks. The south to west movement and vice versa is a designated NASA route that needs to accommodate oversized loads. D03 staff to provide truck dimensions.

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Comments

> Truck Apron: 4" (minimum 3") height Type 9 with colored concrete (QC-1P with no QC/QA) to match splitter islands (not stamped, red). 8"-9" thick. Applies to the traffic side of all truck aprons.

> Splitter Island: 100' (min); 200' (max), use 6" high curb tapered at beginning and end, broomed (NOT stamped) concrete (color red). Attempt to install straight splitter islands where possible, try to eliminate breaks for drives. Any unavoidable breaks for drives are to be depressed brushed finish splitter island, not asphaltic splitter breaks. Type 6 curb with broomed (NOT stamped) splitter island (color red) inside the curb. Type 2 curb & gutter outside curb except 3" Type 9 rolled curb at all exterior truck aprons.

> Landscaping: Follow normal landscaping guidelines for roundabouts, prefer mounded center (see WAY-57/604 PID 116212 for example). Use stone instead of grass. We have typically used a single layer of Item 204 - Geotextile Fabric but have heard that it is underperforming. Designer consider two layers of Item 204 - Geotextile Fabric or other weed control options.

> Drainage: Replace existing storm sewer within project limits. Only replace culverts within full-depth project limits if needed. Keep open ditch if existing, enclosed if necessary. Designer to determine. Post-construction BMPs will be required on this project due to the Project EDA exceeding 1 acre. A NOI will be required on this project due to the total EDA exceeding 1 acre. The consultant shall evaluate vegetated filter strips and vegetated biofilter (if uncurbed section). Install Item 670 - slope Erosion Protection Mat on slopes steeper than 3:1 (type of mat to be determined by shear stress values evaluated by the designer). Install underdrains under full depth pavement areas. Designer to verify underdrains able to be outlet properly. If not, aggregate drains will be installed.

> Lighting: Minimum 2 per approach with illumination extending beyond the approach tapers, use LED luminaires, include with Stage 1. Follow TEM 1140-4.6.10 (Major/Collector). Roundabout lighting shall be installed according to IED DG-19-08, Design Guide for Roundabout Lighting and design lighting level and uniformity shall comply with IES DG-19-08 Table 1, which is based on functional class (FC) of intersecting roadways and pedestrian demand. For this project, use FC Major/Collector and Low Pedestrian Area. Illumination analysis should extend to approach tapers. Provide 120/240V power service, 3 wire #4 AWG (L-L-G) 2400V cable, ensure 5% voltage is not exceeded, ensure 15' clearance to overhead electric (from closest conductor). Offset all poles at least 8'-10' from the edge of pavement/face of curb. Do not place conventional pole foundations inside of a ditch. Provide a ground mounted Lighting Control Center (LCC) with concrete work pad. The LCC should be placed near a location that the maintenance bucket truck can pull off the roadway. Place a fused disconnect switch on the line side of the LCC. Also, the LCC should be at least 20' from the edge of pavement/face of curb to ensure it will not be hit by a motorist. A Pole Mounted Lighting Control Center may be acceptable over a Ground Mounted LCC if it will have better protection from the motorists. The LCC photocell should be located 2' above the LCC enclosure. If the LCC is placed behind the ditch line, place a 5' length of conduit in the ditch for the staff to traverse across. Provide 24" concrete pull boxes for 3 or more entrances/exits into a pull box. Provide a pull box on both sides of a conduit jack/bore. Include note for contractor underground marking after they take over maintenance. Include roundabout lighting note for operational lighting (temp/permanent) prior to opening the roundabout to traffic.

> > Include Plan Note for Item 630 - Ground Mounted Support, No 3, As Per Plan

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Geotechnical

Geotech Site 1 of 0

CRS	ERI-13-3.89
Geohazard Type	None
MOT Type	Flaggers (for geotechnical work)

Description of Work *Subgrade exploration required with half of the borings within the existing pavement area and remaining half in the proposed pavement area. Approx. 4-5 borings required.*

Comments *As a district preference, global chemical stabilization is to be used if any stabilization is needed.*

Pavement

Pavement Segment 1

CRS	ERI-13-3.89			Vibratory Roller Permitted	Yes
MOT	Detour	Existing	Proposed	Use Simplified Pav't Design	No
Mainline Treatment Type	Asphalt	→	Asphalt	Pav't Cores Required	No
Shoulder Treatment Type	Agg	→	PVD/Curb	Pav't Cores Taken	No
Paved Shoulder Width	2'-4'	→	Varies* ft	Survey Required	Yes
Verify Proposed Lane Width	12'	→	Varies* ft	R/W Required	Yes
Edge Line Location	Varies*	→	Varies*	Curbs Present	No
Cross Slope	Varies	→	0.0156 ft/ft	Safety Edge	No
Proposed Grading Type			Standard		
No. of Days Traffic can run on Milled Surface			N/A	days	
Proposed Pav't Treatment			100 - New Flexible Pavement		

Comments **Follow L&D Manual for approach and circulating lane/shoulder widths.*

Proposed Full Depth:

1.5" Item 442 Asphalt Concrete Surface Course, 12.5mm, Type A (446) PG76-22M

1.75" Item 442 Asphalt Concrete Intermediate Course, 12.5mm, Type A (448) PG70-22M

6" Item 301 Asphalt Concrete Base PG64-22

6" Item 304 Aggregate Base

Chemical subgrade stabilization

Proposed Resurfacing if needed:

3.25" Item 254 Pavement Planning

1.5" Item 442 Asphalt Concrete Surface Course, 12.5mm, Type A (446) PG76-22M

1.75" Item 442 Asphalt Concrete Intermediate Course, 12.5mm, Type A (448) PG70-22M

Safety edge on uncurbed sections with profile correction but not on curbed sections.

Install underdrains under full depth pavement areas.

Add 2' x 2" avg 617 with 408 prime coat on any areas of resurfacing/pavement replacement outside of the curbed area.

Same for all approaches.

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Traffic Control

Striping	Long Line Pavement Marking Type	Thermoplastic	Lane Separator	No
	Auxiliary Pavement Marking Type	Thermoplastic	Delineators	Yes
Rumbles			Replace RPMs	Yes
	Edge Line Rumble Stripes	No	Permanent Traffic Count Station	No
	Rumble Strips	No	Air Speed Zone Markings	No
	Centerline Rumble Stripes	No	Loop Detectors	No
	Transverse Rumble Strips	No		

Comments	> Overhead Flasher - Remove and dispose			
	> Use 36" warning and yield signs.			
	> Use District 3 general note for flat sheet sign post stub and 3 lb u-channel posts.			
	> RPM placement standard drawing (SCD TC-65.11).			
	> Include edge line in the approach and exiting roadway up to yield line.			
	> To prevent farm machinery from striking a sign post or light pole, for signs placed in the islands, do not place them directly across from a light pole. Stagger the placement at least 20'.			
	> Splitter Island Related:			
	- Prefer to not install left side Yield signs in the splitter islands. Comments from other roundabouts include concerns of farm machinery knocking over signs within splitter islands. Left side Yield signs may be needed if exterior truck aprons are used due to increased offset to the right side Yield sign.			
	- Place route signs for exiting the roundabout in the splitter island but away from the edge of the island.			
	- For signs placed in the island, for the yielding stubbed post, install a 12" PVC conduit from the subbase layer to the top of the island.			

Maintenance of Traffic (MOT)

MOT Item 1 of 1	MOT Type	Detour		Feature	Roundabout		Coordination Needed		Yes
	CRS	ERI-13-3.89		Duration	70	(Days)	Municipality	See Below	
							Work Zone Speed Zone	No	
	Disincentive	Road Closure		\$10,000/day		(Amt.)	PLCS	No	
	MOT Exception	No			(Desc.)		LEO No. of Hours	0	
	Conflict	Description				Route		Dates to Avoid	
	No known conflicts								

Comments	> SR 13 Detour: Use US 250 and SR 2.					
	> Mason Road Detour: Use Hoover Road, Huron Avery Road, SR 13, SR 2, and Berlin Road. Coordinate with Erie County Engineer.					
	> Use \$10,000/day for holiday/event PN 127 disincentive. Include note that the detours are exempt from all holidays during the allowed detour duration.					
	> Include temporary lighting note for operational lighting (temp/permanent) prior to opening the roundabout to traffic.					

Project Classification

CRS	Federal Aid System	Functional Classification	Urbanized Area
SR-13	Other Fed-Aide Highway	Major Collector	Rural
Mason Rd. (CR 13)	Other Fed-Aide Highway	Major Collector	Rural
D03 to complete traffic forecast and provide to consultant.			

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Environmental

Environ. Category		Code	Responsibility	ERI-13-3.89										
C2		I	In-House											
Environmental PM		T	OES Task Order											
Connor Newsome		C	Consultant Services											
		-	Not Applicable											
Cultural	Section 106 - Scoping Request Form (*)			I
	Phase 1 Hist./Arch. Survey Rpt. (If Auth.)			
	Phase 1 Arch. Survey Report (If Auth.)			
Forms	Determination Request Form		
	Individual Section 4(f) Eval.			
	Section 6(f) Documentation			
Ecology	Ecological Exempt Form (*)		
	Level 1 Ecological Survey Reports			I	
	UNIONID Mussel Survey Report			
Waterway Permits	Sole Source Aquifer Coordination		
	Farmland Conversion Impact Rating Form		
	Permit Determination Request Package		
	Concp. Stream/Wetland Mitg. Rpts.		
	Section 404/401 Applications		
	USACE Pre-Constr. Notification (PCN) Applications		
	Ohio EPA Isol. Wetland Permit Pre-Act. Notif. (PAN)		
	Coastguard Section 9 Application		
	ACOE Section 10 Permit		
	Floodplain Permit Application		
	Floodplain Coordination			I
	Coastal Waterway Permit		
	Site	Regulated Mat. Review (RMR) (*)			I
		Phase 1 Env. Site Assess. Rpt. (If Auth.)		
		Asbestos Survey/Inspection		
Air	Ozone Analysis		
	MSAT Analysis		
	PM 2.5 Analysis		
Noise	Traffic Noise Analysis Report		
	Noise Barrier Public Involvement Summary		
Public	Public Involvement Plan		
	Public Meeting Activities		
	Public Announce. (webpage, article, news release)			I
	Underserved Population Outreach		

Any Known Env. Concerns (ex. historic properties on Nat. Reg., wetlands, underground storage tanks, stream reloc.)

Design consultant to provide exhibits (roundabout layout and detour plan) for PI mailers. Provide the PI exhibits to District 3 with the Stage 1 submittal. Include preliminary ROW lines on Stage 1 plans.

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Right-of-Way

R/W Site 1 of 1

Feature CRS ERI-13-3.89
Feature Type Roundabout

		Responsibility
	Titles	Task Order
R/W Type	Permanent & Temp	Task Order
Known Relocations?	No	Task Order
Access Modification Req'd?	Maybe	Task Order
Estimated No. of Parcels	5	Task Order
Land Use	Residential/Agricultural	Task Order
	R/W Acquisition Services	Task Order
	R/W Acquisition Cost Est.	Task Order
	R/W Plans	Dsgn Consultant

Comments *Consultant should attempt to avoid right-of-way takes, if possible.*

Reason for Additional R/W *Construction of roundabout will require additional R/W and temp. R/W for construction.*

Survey

Survey Site 1 of 1

CRS ERI-13-3.89 Asset Type Roundabout Surveyor CONSULTANT/DISTRICT 3

Mapping Monumentation Topo

		Count	Responsibility
Type 'A' Control Monument		2 Monuments	In-House
Type 'B' Control Monument		4 Monuments	In-House
Mon. Recovery for Existing CL and R/W		1.5 Miles	In-House
Monument Recovery for Property Lines		10 Owners	Dsgn Consultant
Stake R/W for Acquisition/Utilities/Tree Clearing		10 Owners	Dsgn Consultant
Pin New R/W Following Construction		10 Owners	Dsgn Consultant
Base Mapping (and Field Verify)		6 Tenths of a Mile	Dsgn Consultant
Est. Prop. Lines, Tax ID, Owners on Map		10 Owners	Dsgn Consultant
Property Owner Notification		10 Owners	Dsgn Consultant
Soil Boring Staking		Borings	Dsgn Consultant
Intersects	Road (At Grade)	Tenths of a Mile	Dsgn Consultant
Topo for	Intersection	Length Width	Dsgn Consultant
		Tenths of a Mile	

Comments

The ODOT District Survey Department will establish the primary control network per ODOT Specification. The ODOT District Survey Department will determine the Centerline of RW and RW for all routes within the project limits (SR 13 & Mason Rd.). The control and centerlines as determined by the District Survey Department will be held for the project. The consultant will perform the following relative to the established control network: Retrace and establish property lines for all parcels within mapping limits (approximately 10 parcels). Topographic mapping 700' from the intersection in all directions and extending 25' beyond the existing R/W or proposed conceptual work limits(whichever is greater) including all utilities per 811 markings. All working performed in Ohio County Coordinate System.

> When it comes time for ROW acquisitions, we will need an if-authorized task for ROW staking for negotiations and ROW staking for all ROW takes at the time of acquisition (includes all utilities, temps, SH, etc.). This is in addition to the permanent pinning usually included in SAFe tasks. Also include final staking for all right-of-way after acquisition complete (include all permanent, temp, and easements).

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Utilities

Utilities 1 of 1

Location		ERI-13-3.89				
Asset		Roundabout				
	Name of Utility	Location/Description	Buried	Aerial	SUE Needed?	R/W Needed?
Power	Ohio Edison Transmission	Crosses SR 13 north of the intersection	No	Yes	No	No
Power	Ohio Edison	West side of SR 13; north side of Mason Road	No	Yes	No	Yes
Phone	AT&T	Buried on the west side of SR 13; buried on the south side of Mason Road	Yes	No	Yes	Yes
Gas	Columbia Gas	West side of SR 13, north leg; north side of Mason Road, west leg	Yes	No	Yes	Yes
Cable	Charter	Attached to the Ohio Edison Poles	Yes	Yes	Yes	Yes
Water	Erie County	East side of SR 13, south leg; cross SR 13 north of the intersection; north side of Mason, west leg	Yes	No	Yes	Yes

Comments Notes:

- > Use centerline of the roadway as centerline of construction- helpful to locate and coordinate with utilities. Also, use one center of the roundabout with 4 matchlines for each leg. For each stage review/feasibility study submittal, send a one-page combined P&P sheet in .PDF format.
- > Use SUE Level B performed by design consultant on all underground utilities prior to first submittal (Stage 1). District will determine location of proposed test holes. Prepare cost proposal and scope of work for up to 10 SUE test holes.
- > Designers - Utilities & the highway lighting, ensure all our facilities (poles, arms, luminaires) are a minimum 15 feet from the closest distribution electric powerline conductors.
- > Discuss potential roll plot style submission for utility review - so everything is together and viewable.
- > Utility relocation plan process currently under review. May be modified from existing process. Additional information will be provided as it becomes available.

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Coordination						
Coord.	FAA	Yes			Railroad	No
	Detour Agreement	No			Floodplain	No
	Detour Coordination	Yes				
	Innovative Contracting	No		Bike Route or Trail within Project Limits		No
	Maintenance Agreement	Maybe	Assets in Maintenance Agreement			
	Tree Removal	Maybe		Type of Tree Removal Contract		TBD
Comments	<p>> Design consultant to evaluate via the FAA Notice Criteria Tool. Filings, if needed, are to be for both construction equipment and the final permanent facility (light poles, etc.)</p> <p>> Tree Removal possible. Removal Contract TBD if needed - If construction milestones stay as-is, tree clearing can occur within the project. IF construction moves out, tree removal will have to occur on the capital pruning project the winter of 2029-2030.</p>					

Project Schedule

Project Schedule		Project Schedule	
Date		Date	
-	Field Review Date	8/1/2027	Stage 2 Plans - Submitted
7/1/2025	In-House Scope Meeting	9/1/2027	Stage 2 Plans - Complete
-	Project Initiation Package	6/1/2027	Preliminary R/W Plans - Submit
8/1/2025	Initial Project Scope Complete	7/1/2027	Preliminary R/W Review Approved
		9/1/2027	Compliance R/W Plans - Submit
		10/1/2027	Compliance R/W Plans - Approved
9/8/2025	Programmatic Date	11/1/2027	Final R/W Plans - Approved
-	Feasibility Study - Approved	12/1/2027	R/W Authorized
-	Alternative Evaluation Report - Appr.	4/1/2028	Stage 3 Plans - Submitted
-	Preferred Alternative Approval	5/1/2028	Stage 3 Plans - Complete
	Survey Deliverables Complete	9/1/2027	Environmental Doc. Approved
-	Begin In-House Detailed Design	8/1/2029	R/W Acquisition Complete
2/1/2026	Authorized Design Consultant	9/1/2029	District R/W Certification
1/1/2027	NEPA Start Date	8/1/2029	Final Tracings Submitted
7/1/2026	Pre-Stage 1 Submitted	9/1/2029	Final Tracings Complete
8/1/2026	Pre-Stage 1 - Complete	10/1/2029	Plan Package Received in C.O.
12/1/2026	Stage 1 Plans - Submitted	1/1/2030	Sale Date
1/1/2027	Stage 1 Plans - Approved	1/1/2030	Award Date
-	Waterway Permit Determination-Submit	3/1/2030	Estimated Begin Construction
-	404/401 Permits Submitted	7/1/2030	Estimated End Construction
TED Office Required Milestones - All Projects		District Required Milestones - All Projects	
TED Office Required Milestones - >20M Projects		Milestone not needed for all projects	

Comments	<p><i>Sept 2025 programmatic for design consultant.</i></p> <p><i>Aiming for construction spring 2030 (attempting to avoid closure during summer - Huron seasonal traffic)</i></p> <p><i>Include preliminary ROW lines on Stage 1 plans. Provide the PI exhibits to District 3 with the Stage 1 submittal.</i></p>
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Funding

Split /
Priority

Funding Source Funding Source

Source 1

Source 2

Name

Plan Split Code

%

Fund

%

Fund

Cost

1 / 1	CO CO Contr 01	01/SAF/21	100	4HJ7			\$2,700,000.00
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Descr: Convert two-way stop-controlled intersection into single-lane roundabout at ERI-13-3.89
(Construction Only)

Funding Summary

Project Phase	Funding Source / Description	Percent		Fiscal Year / Quarter	Phase Estimate
		Fed	State		
Preliminary Engineering	Safety	100		FY2026 Q3	\$600,000.00
Detailed Design	Safety	100		FY2028 Q2	\$100,000.00
Right of Way Services	Safety	100		FY2028 Q2	\$50,000.00
Right of Way Acquisition	Safety	100		FY2028 Q2	\$25,000.00
Utilities Reimbursement	Safety	100		FY2030 Q3	\$250,000.00
Construction Contract	Safety	100		FY2030 Q3	\$2,700,000.00
Construction Engineering	Labor	100		FY2030 Q3	\$189,000.00
Total					\$3,914,000.00

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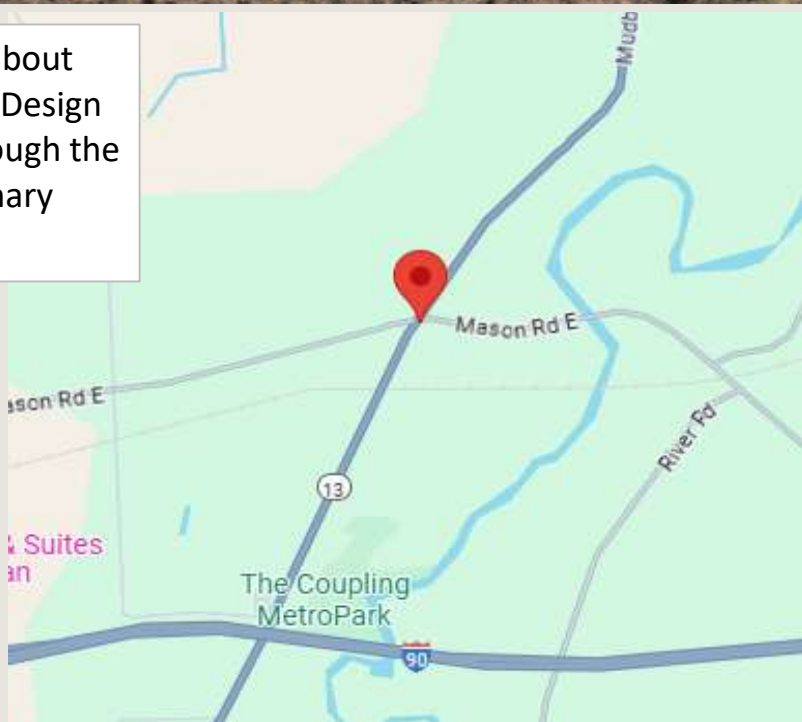
ERI SR 0013 03.89

Map

See the project overview map below.



District 3 is open to a roundabout shape other than a true circle. Design consultant should vet ideas through the district prior to the preliminary geometric submittal.



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Signatures and Attendance				Approval		Field Visit	Scope Meeting	
				Approve	Disapprove	On Your Own	7/1/2025	
		Signature	Date					
ELLIS Coordinator	Heidi Mertler					-	-	-
Environmental PM	Connor Newsome					-	-	-
Bridge Engineer	Kent Kapustar					-	-	-
Planning Engineer	Scott Ockunzzi					-	X	-
Design PM	Jane Cullen					-	X	-
Roadway Engineer	Charlie Laughrey					-	X	-
Traffic Engineer	Julie Cichello					-	X	-
Survey Op. Mgr.	Scott Hawkins					-	X	-
Utility Coordinator	John Schafrath					-	X	-
Real Estate Admin.	Brad Corder					-	X	-
Design Engineer	Kenny Knapp					-	X	-
Constr. Area Eng.	Luke Wysocki					-	-	-
Constr. Engineer	Mike Fair					-	-	-
Cap. Prog. Admin.	Matt Walter					-	-	-
Rdwy. Serv. Mgr.	Kimberly Conklin					-	-	-
Hwy. Mgt. Admin.	Eric Sheppard					-	X	-
County Manager	Brendan Schlachter					-	X	-
Attendee	Gary Gillen	N/A	N/A	N/A	N/A	-	X	-
Attendee	Carrie Whitaker	N/A	N/A	N/A	N/A	-	X	-
Attendee	Adam Mellen	N/A	N/A	N/A	N/A	-	X	-
Attendee	Kathryn Wade	N/A	N/A	N/A	N/A	-	X	-
Attendee	Jared Feller	N/A	N/A	N/A	N/A	-	X	-
Attendee	Nick Foster	N/A	N/A	N/A	N/A	-	X	-
Attendee	Jerry Bantz	N/A	N/A	N/A	N/A	-	X	-
Attendee	Shelley Pitcher	N/A	N/A	N/A	N/A	-	X	-
Attendee	Anthony Cirigliano	N/A	N/A	N/A	N/A	-	X	-
Attendee	Levi Wingler	N/A	N/A	N/A	N/A	-	X	-
						-	-	-