



The 32-Point Checklist

to Professionally Review a
Site Plan's Transportation Network in
45 minutes (or less)

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DEVELOPMENT NAME:

CATEGORY: REGULATIONS AND GUIDELINES

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|--|--------------------------|-----|--------------------------|----|
| 1. Are regulatory and warning signs provided as specified in the MUTCD? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 2. Do the sign designs match the standards of the MUTCD? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 3. When necessary, are roadway stripes (yellow and white lines) and markings (pavement arrows and text) provided as specified in the MUTCD? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 4. Are enough handicap parking stalls provided near the front door per ADA and/or city requirements? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 5. Do on-site pedestrian ramps meet ADA requirements? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 6. Are the sidewalk, parking lot, and other areas where pedestrians have access compliant with ADA maximum slope requirements? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 7. Are clear sight triangles provided at all accesses (clear of trees, berms, utility boxes, signs, building corners, etc.) per the appropriate design manual? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 8. Do sidewalks, driveways, and parking areas satisfy slope requirements per the appropriate design manual? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |

9. Is a Traffic Impact Study required and, if so, are the completed study recommendations incorporated into the site plan? (approximate thresholds, calculations should be done to determine if the site will generate more than 100 peak hour trips per latest ITE Trip Generation Manual or equivalent)

- a. Single Family Home – 100 Units YES NO
 - b. Apartments/Condos/Townhouses – 140 Units
 - c. Office – 65,000 square feet
 - d. Retail – 20,000 square feet
 - e. Industrial – 110,000 square feet
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10. Does the development meet the city's Travel Demand Management policy requirements (tactics to reduce peak hour vehicle traffic generated by the site)? YES NO

11. Does the site meet the city parking stall number requirements? YES NO

12. Does the site meet the city parking stall dimension and drive aisle dimension requirements? YES NO

13. Does the site meet the city loading zone requirements? YES NO

14. Does the site meet the city lighting requirements? YES NO

15. Does the site meet the city vehicle charging station requirements? YES NO

16. Do site access driveway intersections with the public roads satisfy the city, county, and state access spacing requirements? YES NO

17. Do emergency vehicles have appropriate access per city requirements or emergency services guidelines? YES NO

18. Is short-term (outside, near front door) bicycle parking provided per city requirements? YES NO

19. Is long-term (indoor) bicycle parking provided per city requirements? YES NO

20. Does the site provide sidewalks and trails along public rights-of-way per the city's comprehensive transportation plan? YES NO

CATEGORY: TRAFFIC CIRCULATION (ALL MODES)

21. Do external and internal intersections, as well as loading docks and garbage pick-up areas, have sufficient radii/width to accommodate the design vehicle? YES NO

22. Do drive-thru lanes provide adequate storage from the order box/window per Spack Solutions or equivalent research?

- a. Banks – 8 vehicles (160 feet)
 - b. Car Washes – 7 vehicles (140 feet) YES NO
 - c. Coffee Shops – 13 vehicles (260 feet)
 - d. Fast Food Restaurants – 12 vehicles (240 feet)
 - e. Pharmacies – 5 vehicles (100 feet)
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23. For schools, are the bus loading zones, staff parking, and parent vehicle pick-up/drop-off zones separated? YES NO

24. If a merchandise pick-up zone (online shopping pick-ups) is provided, is the location separated from the main drive aisle? YES NO

25. Are direct sidewalk connections provided from the front door to the public right-of-way trail or sidewalk network, including connections to adjacent area transit stops and crosswalks? YES NO

26. Does the site have a clear path for bicyclists from the public rights-of-way to the bicycle parking areas? YES NO

CATEGORY: TRAFFIC CONFLICTS (ALL MODES)

27. Is truck circulation to and from the loading docks separated from the primary vehicle and pedestrian areas (front doors)? YES NO

28. Are the parking aisles perpendicular to the front doors? YES NO

29. Is there pick-up/drop off area designed for Mobility as a Service (MaaS, i.e. Uber & Lyft)? YES NO

30. Do the gas station pump or drive-thru lane locations cause unnecessary vehicle-to-vehicle or vehicle-to-pedestrian/bicycle crossing patterns? YES NO

31. Should the site have restricted access at certain driveways or during certain times for semi-truck deliveries or construction traffic? YES NO

32. Are pedestrian/bicycle crossing areas provided with sufficient safety devices (crosswalks, lights, traffic calming measures like speed humps or raised crossings, etc.)? YES NO