COMPLETE STREETS PROJECT REVIEW CHECKLIST

DEPARTMENTAL REVIEW ONLY | does the design...

PEDESTRIAN COMPONENT (SEE HANDBOOK SECTION 4.3)

1. Minimize vehicle intrusions into the sidewalk (e.g., driveways, lay-by-lanes)?
   □ Yes □ No

   List existing and proposed vehicle intrusions into the sidewalk -

2. Provide minimum total sidewalk widths for the street type (see Section 4.3.1)?
   □ Yes □ No

   List the minimum total sidewalk widths for each street frontage (the distance between the building line and the curb, at the narrowest point).

3. Provide minimum Walking Zone widths for the street type (see Section 4.3.2)?
   □ Yes □ No

   List the Walking Zone width for each street frontage at the narrowest point

4. Provide ADA compliant curb ramps where required and/or appropriate (see Section 4.3.3)?
   □ Yes □ No □ NA

   DEPARTMENTAL REVIEW ONLY | does the design...
   - Create a pedestrian environment that provides safe access for all pedestrians? □ Yes □ No
   - Provide direct pedestrian routes between sites, destinations & crossing opportunities every 300-500'? □ Yes □ No
   - Do street trees and/or plants comply with street installation requirements (see sections 4.4.7 and 4.4.8)? □ Yes □ No

BUILDING & FURNISHING COMPONENT (SEE HANDBOOK SECTION 4.4)

*All submitted site plans should show the locations and dimensions of existing street furniture, from bus shelters to honor boxes.

5. Avoid tripping hazards and pinch points (locations where Walking Zone width does not meet standards or requires an exception - see Section 4.3.2 for minimum walking zone widths)?
   □ Yes □ No

   Identify existing and proposed pinch points -

6. Maintain adequate visibility for all roadway users at intersections (see Section 4.4.1)?
   □ Yes □ No □ NA

7. Incorporate green infrastructure opportunities (such as street trees, rain barrels or planting strip) wherever practicable?
   □ Yes □ No

   Identify proposed green infrastructure improvements -

8. Follow building zone widths requirement for the street type, if applicable (see Section 4.4.1)?
   □ Yes □ No □ NA

9. Provide minimum furnishing zone widths for the street type (see Section 4.4.2)?
   □ Yes □ No

   Identify minimum furnishing zone widths for the street type -

10. Incorporate other required building & furnishing zone design treatments for the street type (See Table 1)?
    □ Yes □ No

    Identify proposed design treatments -

11. Incorporate other “high priority” building & furnishing zone design treatments for the street type, where width permits (See Table 1)?
    □ Yes □ No

    DEPARTMENTAL REVIEW ONLY | does the design...
    - Enhance the pedestrian environment □ Yes □ No

BICYCLE COMPONENT (SEE HANDBOOK SECTION 4.5)

12. Connect to local bicycle, trail and transit networks?
    □ Yes □ No □ NA

13. Incorporate bicycle network recommendations of the Pedestrian and Bicycle Plan?
    □ Yes □ No □ NA

   To review the plan and to identify recommendations such as Bike Lanes, Signage or Sharrows, visit: http://www.phila.gov/CityPlanning/plans/Pages/PedestrianandBicyclePlan.aspx

14. Include bicycle parking according to the city’s regulations?
    □ Yes □ No

15. Incorporate other “high priority” bicycle design treatments for the street type, where width permits (See Table 1)?
    □ Yes □ No
DEPARTMENTAL REVIEW ONLY | does the design...  
- Enhance the comfort and safety of bicycling as a transportation option? ☐ Yes ☐ No ☐ NA
- Provide convenient connections to residences, work places, and other destinations? ☐ Yes ☐ No ☐ NA

CURBSIDE MANAGEMENT COMPONENT (SEE HANDBOOK SECTION 4.6)
* All submitted site plans should show existing parking and loading regulations in curblanes adjacent to development site.

16. Provide a buffer between traffic and pedestrians (see Section 4.6)? ☐ Yes ☐ No
17. Increase the comfort and attractiveness of transit? ☐ Yes ☐ No

List amenities provided  

18. Incorporate alternative uses for underutilized parking lanes, where appropriate (see Section 4.6.6)? ☐ Yes ☐ No ☐ NA
19. Avoid lay-by lanes and other vehicle intrusions into the sidewalk? ☐ Yes ☐ No ☐ NA

20. Incorporate “high priority” curbside management design treatments for the street type, where width permits (See Table 1)? Explain how below -  

DEPARTMENTAL REVIEW ONLY | does the design...  
- Limit conflicts between modes? ☐ Yes ☐ No
- Connect transit stops to the surrounding pedestrian network and destinations? ☐ Yes ☐ No

VEHICLE/CARTWAY COMPONENT (SEE HANDBOOK SECTION 4.7)
* All submitted site plans should show the direction of travel (one-way or two-way) of streets adjacent to the development site.

21. Balance vehicle mobility with the mobility and access needs of other roadway users? ☐ Yes ☐ No
22. Facilitate safe, accessible deliveries to local industries and businesses. ☐ Yes ☐ No ☐ NA
23. Promote speeds that are appropriate for the street type and surrounding context? ☐ Yes ☐ No ☐ NA

Identify the design speed for the -  

24. Connect and extend the street grid, where new roads are being developed? ☐ Yes ☐ No ☐ NA
25. Incorporate appropriate lane widths for the street type (see Table 1 and Section 4.7.1)? ☐ Yes ☐ No ☐ NA

List existing and proposed lane widths  

26. Incorporate other “high priority” cartway/vehicle design treatments for the street type, where width permits (See Table 1)? Identify proposed design treatments -  

DEPARTMENTAL REVIEW ONLY | does the design...  
- Minimize roadway width while maintaining multimodal transportation access and amenities? ☐ Yes ☐ No ☐ NA
- Maintain emergency vehicle access? ☐ Yes ☐ No ☐ NA
- Maintain freight and/or transit vehicle access, if appropriate? ☐ Yes ☐ No ☐ NA
- Support multiple alternative routes to and from destinations? ☐ Yes ☐ No ☐ NA
- Demonstrate capacity for accommodating goods movement? ☐ Yes ☐ No ☐ NA

URBAN DESIGN COMPONENT (SEE HANDBOOK SECTION 4.8)

28. Incorporate windows, storefronts, and other active uses facing the street? ☐ Yes ☐ No  
29. Provide driveway access that safely manages pedestrian/bicycle conflicts with vehicles (see Section 4.8.1)? ☐ Yes ☐ No
30. Incorporate appropriate stormwater management and drainage features in the Right Of Way (see Section 4.8.4)? ☐ Yes ☐ No

INTERSECTIONS & CROSSINGS COMPONENT (SEE HANDBOOK SECTION 4.9)

31. Include accessible features such as ADA compliant curb ramps? ☐ Yes ☐ No ☐ NA
32. Provide adequate clearance time for pedestrians to cross streets? ☐ Yes ☐ No ☐ NA
33. Minimize signal cycle length to reduce pedestrian wait time? ☐ Yes ☐ No ☐ NA

List existing and proposed signal cycle length  

34. Minimize pedestrian crossing distances by narrowing streets or travel lanes, extending curbs, reducing curb radii, or using medians or refuge islands to break up long crossings? ☐ Yes ☐ No ☐ NA
35. Simplify complex intersections, where possible (e.g., convert skewed intersections to right angles)? ☐ Yes ☐ No ☐ NA
36. Incorporate “high priority” intersection and crossing design treatments for the intersection type, where geometry permits (See Table 2)? Identify proposed design treatments -  

DEPARTMENTAL REVIEW ONLY | does the design...  
- Reduce conflicts between modes and promote pedestrian and bicycle safety and comfort? ☐ Yes ☐ No ☐ NA
- Reduce vehicle speeds and increase visibility at intersections? ☐ Yes ☐ No ☐ NA
- Incorporate Philadelphia Pedestrian and Bicycle Plan Recommendations ☐ Yes ☐ No ☐ NA

does the design meet the requirements of the Complete Streets Handbook or provide appropriate justification if not? If no, attach explanation. ☐ Yes ☐ No
**GENERAL PROJECT INFORMATION**

Project Name - 

Brief Project Description - 

Project Area (precise street limits and scope) - 

**GENERAL DESIGN INFORMATION**

Design Completion (%) 

Dates Started/Anticipated to Start: Planning __/__/____ Preliminary Design __/__/____ Final Design __/__/____ Construction __/__/____

Does the design clearly identify the existing: 

- Existing parking and loading regulations in curb lanes adjacent to the development site 
- Street Furniture (for example, bus shelters, honor boxes, etc) 
- Parking Conditions 
- Street Lighting 
- Utilities (manholes, etc) 
- Signage 

Street Type: Identify the classification of impacted streets using the maps in Section 3 - 

**DOES THE PROPOSED DESIGN...**

If the answer to any of the questions below is “No” or Not Applicable “NA”, attach a brief explanation to this checklist for why this criterion is not met.

Developers, Planners and Engineers are encouraged to review the following website prior to submitting the Checklist: http://www.philadelphiastreets.com/transportation-highways-process-pc-streets.aspx

**PEDESTRIAN COMPONENT (SEE HANDBOOK SECTION 4.3)**

1. Minimize vehicle intrusions into the sidewalk (e.g., driveways, lay-by lanes)? □ Yes □ No

   List existing and proposed vehicle intrusions into the sidewalk - 

2. Provide minimum total sidewalk widths for the street type (see Section 4.3.1)? □ Yes □ No

   List the minimum total sidewalk widths for each street frontage (the distance between the building line and the curb, at the narrowest point). 

3. Provide minimum Walking Zone widths for the street type (see Section 4.3.2)? List min. clear width for each street frontage □ Yes □ No

4. Provide ADA compliant curb ramps where required and/or appropriate (see Section 4.3.3)? □ Yes □ No □ NA

   **DEPARTMENTAL REVIEW ONLY | does the design...**
   - Create a pedestrian environment that provides safe access for all pedestrians? □ Yes □ No
   - Provide direct pedestrian routes between sites, destinations & crossing opportunities every 300-500’? □ Yes □ No

**BUILDING & FURNISHING COMPONENT (SEE HANDBOOK SECTION 4.4)**

5. Avoid tripping hazards and pinch points (locations where Walking Zone width does not meet standards or requires an exception - see Section 4.3.2 for minimum walking zone width)? □ Yes □ No

   Identify existing and proposed pinch points 

6. Maintain adequate visibility for all roadway users at intersections (see Section 4.4.1)? □ Yes □ No □ NA

7. Incorporate green infrastructure opportunities (such as street trees, rain barrels or planting strips) wherever practicable? □ Yes □ No

   Identify proposed green infrastructure improvements - 

8. Follow building zone widths requirement for the street type, if applicable (see Section 4.4.1)? □ Yes □ No □ NA

9. Provide minimum furnishing zone widths for the street type (see Section 4.4.2)? □ Yes □ No

   Identify minimum furnishing zone widths for the street type - 

10. Incorporate other required building & furnishing zone design treatments for the street type (See Table 1)? □ Yes □ No

   Identify proposed design treatments - 

11. Incorporate other “high priority” building & furnishing zone design treatments for the street type, where width permits. Identify proposed design treatments (See Table 1)? □ Yes □ No

   **DEPARTMENTAL REVIEW ONLY | does the design...**
   - Enhance the pedestrian environment □ Yes □ No

**CURBSIDE MANAGEMENT COMPONENT (SEE HANDBOOK SECTION 4.6)**

*All submitted site plans should show the locations and dimensions of existing street furniture; from bus shelters to honor boxes, when and where applicable.

12. Avoid lay-by lanes and other vehicle intrusions into the sidewalk? □ Yes □ No □ NA
13. Balance vehicle mobility with the mobility and access needs of other roadway users?  
   □ Yes □ No

14. Promote speeds that are appropriate for the street type and surrounding context?  
   □ Yes □ No

15. Connect and extend the street grid, where new roads are being developed?  
   □ Yes □ No □ NA

16. Incorporate appropriate lane widths for the street type (see Table 1 and Section 4.7.1)?  
   □ Yes □ No □ NA

   List existing and proposed lane widths:  

17. Will the project affect a historically certified street?  
   □ Yes □ No

Visit http://www.phila.gov/historical/pdf/WEBSITE%20DISTRICT%20PAGE/Historic%20Street%20Paving%20District%20Inventory.pdf for more information

DEPARTMENTAL REVIEW ONLY | does the design...  
- Minimize roadway width while maintaining multimodal transportation access and amenities?  
  □ Yes □ No □ NA
- Maintain emergency vehicle access?  
  □ Yes □ No □ NA
- Maintain freight and/or transit vehicle access, if appropriate?  
  □ Yes □ No □ NA
- Support multiple alternative routes to and from destinations?  
  □ Yes □ No □ NA
- Demonstrate capacity for accommodating goods movement?  
  □ Yes □ No □ NA

INTERSECTIONS & CROSSINGS COMPONENT (SEE HANDBOOK SECTION 4.9)

18. Provide adequate clearance time for pedestrians to cross streets?  
   □ Yes □ No □ NA

19. Minimize signal cycle length to reduce pedestrian wait time?  
   □ Yes □ No □ NA

   List existing and proposed signal cycle length -  

20. Minimize pedestrian crossing distances by narrowing streets or travel lanes, extending curbs, reducing curb radii, or using medians or refuge islands to break up long crossings?  
   □ Yes □ No □ NA

21. Simplify complex intersections, where possible (e.g., convert skewed intersections to right angles)?  
   □ Yes □ No □ NA

DEPARTMENTAL REVIEW ONLY | does the design meet the requirements of the Complete Streets Handbook or provide appropriate justification if not? If no, attach explanation.  
□ Yes □ No
DOES THE PROPOSED DESIGN...

If the answer to any of the questions below is "No" or Not Applicable "NA", attach a brief explanation to this checklist for why this criterion is not met

PEDESTRIAN COMPONENT (SEE HANDBOOK SECTION 4.3)

1. Minimize vehicle intrusions into the sidewalk (e.g., driveways, lay-by lanes)?
   - Yes
   - No

List existing and proposed vehicle intrusions into the sidewalk -

2. Provide minimum total sidewalk widths for the street type (see Section 4.3.1)?
   - Yes
   - No

List the minimum total sidewalk widths for each street frontage (the distance between the building line and the curb, at the narrowest point).

BUILDING & FURNISHING COMPONENT (SEE HANDBOOK SECTION 4.4)

5. Avoid tripping hazards and pinch points (locations where Walking Zone width does not meet standards or requires an exception - see Section 4.3.2 for minimum walking zone widths)?
   - Yes
   - No

Identify existing and proposed pinch points

6. Maintain adequate visibility for all roadway users at intersections (see Section 4.4.1)?
   - Yes
   - No
   - NA

7. Incorporate green infrastructure opportunities (such as street trees, rain barrels or planting strips) wherever practicable?
   - Yes
   - No

Identify proposed green infrastructure improvements -

8. Follow building zone widths requirement for the street type, if applicable (see Section 4.4.1)?
   - Yes
   - No
   - NA

9. Provide minimum furnishing zone widths for the street type (see Section 4.4.2)?
   - Yes
   - No

Identify minimum furnishing zone widths for the street type -

10. Incorporate other required building & furnishing zone design treatments for the street type (See Table 1)?
    - Yes
    - No

Identify proposed design treatments -

11. Incorporate other "high priority" building & furnishing zone design treatments for the street type, where width permits
    - Yes
    - No

Identify proposed design treatments (See Table 1)? -

DEPARTMENTAL REVIEW ONLY | does the design...
- Create a pedestrian environment that provides safe access for all pedestrians? 
  - Yes
  - No

- Provide direct pedestrian routes between sites, destinations & crossing opportunities every 300-500'? 
  - Yes
  - No

DEPARTMENTAL REVIEW ONLY | does the design meet the requirements of the Complete Streets Handbook or provide appropriate justification if not? If no, attach explanation.
- Yes
- No