CITY OF PRESCOTT ARIZONA
Everybody's Hometown

Public Works Department

433 N. Virginia Street
Prescott AZ 86301
928-777-1130

PERMIT STATUS: ☐ **APPROVED** ☐ **NOT APPROVED**

DATE: **[TODAY]**

PERMIT #: **[PERMIT NUMBER]**

RE: **[SITE ADDRESS]**

ROUND OF REVIEW: ☐ **1ST** ☐ **2ND** ☐ **3RD** ☐ **4TH**

THE FOLLOWING LIST INCLUDES REVIEW COMMENTS AND REQUIRED CORRECTIONS FOR THIS PROJECT. ALL ITEMS LISTED, REQUIRE CORRECTION AND RESUBMITTAL TO CITY HALL, 201 S. CORTEZ STREET.

TRAFFIC AND TRANSPORTATION

GENERAL SUBMITTAL CHECKLIST

App	Not App	N/A	
☐	☐	☐	Civil Plan sheets shall be submitted in accordance with the General Submittal Checklist, unless otherwise noted
☐	☐	☐	Traffic Impact Analysis, per Land Development Code, Section 6.14
☐	☐	☐	Geotechnical Report
☐	☐	☐	Transportation Geometrics Report
☐	☐	☐	Plat
☐	☐	☐	Easements
	☐		Public Utility Easement
	☐		Non-Vehicular Access Easement
	☐		Temporary Construction Easement
	☐		Access/Maintenance Easement

TRANSPORTATION REPORTS (GENERAL) CHECKLIST

App	Not App	N/A	
☐	☐	☐	Engineer's Seal
☐	☐	☐	Existing Conditions
			☐ Site Description, Size, Addresses, Major Street, Township, Section Range
			☐ Existing Topography and Landform Features
			☐ Existing and Proposed Zoning and Land Uses
☐	☐	☐	Street Classification
☐	☐	☐	Design Speed/Posted Speed
☐	☐	☐	Geometrics
			☐ Horizontal
			☐ Vertical
			☐ Curve Data
			☐ Radius
☐	☐	☐	Right of Way Sight Distance/Triangles
			☐ Triangle (Vertical and Horizontal)
			☐ Setbacks
			☐ Superelevation, if applicable

TRANSPORTATION PLAN CHECKLIST

App	Not App	N/A	
☐	☐	☐	Street Alignment
			☐ Stationing
			☐ Tangent Bearings
			☐ Curve Data
			☐ Curb (radii, elevations at radius turns and lot lines)
☐	☐	☐	Access Connectivity (Future Roadways)
☐	☐	☐	Access & Utility Easements
☐	☐	☐	Subdivision Blocks
☐	☐	☐	Roadway Geometrics - Horizontal Alignment

- ☐ Curve Radius
- ☐ Super Elevation in Curves
- ☐ Compound Curves
- ☐ Tangent Sections
- ☐ Intersections at 90 degrees (+/- 10º)

☐☐☐ Roadway Geometrics - Vertical Alignment

- ☐ Vertical Curves
- ☐ Longitudinal Street Grades

☐☐☐ Street Intersection Spacing, per LDC Section 6.3

☐☐☐ Auxiliary Traffic Lanes (Left turn, deceleration, acceleration, stacking, etc)

☐☐☐ Driveway Access Guidelines, per LDC Section 6.3

- ☐ Right-in, Right-out

☐☐☐ Median Design

☐☐☐ Curb and Gutter

- ☐ Vertical Curb
- ☐ Roll Curbs
- ☐ Median Curb
- ☐ Curb Returns
    - ☐ Curve Tables
    - ☐ Quarter Deltas

☐☐☐ Sidewalks

☐☐☐ Pavement Cross Sections

☐☐☐ Typical Sections

☐☐☐ Cul-de-Sacs, Knuckles and Dead End Streets

☐☐☐ Partial Street Improvements

☐☐☐ Survey Monuments

☐☐☐ Multi-Use Paths/Trail Facilities

☐☐☐ Mail Boxes

ROUNDABOUT PLAN CHECKLIST

Not App	App	N/A	
☐	☐	☐	Civil Plan sheets shall be submitted in accordance with the General Submittal Checklist, unless otherwise noted
☐	☐	☐	Coordinate roundabout plans with the engineer preparing other offsite improvement plans
☐	☐	☐	A vicinity map and site plan is required on the cover sheet for stand alone roundabout plans
☐	☐	☐	The following existing and proposed items shall be shown on the plans:
			☐ General Roundabout notes
			☐ Right-of-way
			☐ Public utility easements
			☐ Centerline(s) description
			☐ Roadway geometrics
			☐ Curb/gutter/sidewalk/driveways
			☐ ADA ramps
			☐ Bus bay/right turn bays
			☐ Fire Hydrants (grey out)
			☐ Sanitary sewer lines/manholes/cleanouts (grey out)
			☐ Storm Drain lines and structures (grey out)
			☐ Utility lines and facilities (grey out)
			☐ Street lights
			☐ Power poles and overhead lines
			☐ Conduit runs for irrigation and ground illumination
			☐ Pavement markings
			☐ Signing
			☐ Other items as needed
☐	☐	☐	The following design details shall be provided:
			☐ Roadway profiles for each leg of the roundabout
			☐ Circulating roadway profile or alternative cross slopes and/or spot elevations

- ☐ Landscaping design parameters in a central island and around perimeter of the roundabout
- ☐ Central island grading design/profile
- ☐ Drainage design/inlet locations
- ☐ Lighting placement/design

☐☐☐ Design sheet(s) with the following items shall be shown on the plan:

- ☐ Capacity analysis for design
- ☐ Design vehicle(s) movement check
- ☐ Stopping sight distance
- ☐ Intersection sight distance
- ☐ Fast path speed calculations at entry and circulating

☐☐☐ Staging and Traffic control plans

Below are checklists for the various submittal stages of the roundabout plans. This is not an all inclusive list. Additional information may be requested by the City on a case-by-case basis.

☐☐☐ (30 % Plan) design submittal should provide the horizontal and vertical design finalized. Changes made to the horizontal design are minor and will not require complete redesign of the modern roundabout. The circle location is optimized and all of the design parameters are set to acceptable ranges. At this stage of the design, the client would expect to receive:

- ☐ Capacity analyses for design
- ☐ Final lane configuration(s)
- ☐ Finalized face of curb design including crosswalks, splitter islands, bike ramps, truck aprons, etc.
- ☐ Design vehicle(s) movement checks
- ☐ Locations of all multimodal paths, sidewalks, bike ramps, etc with appropriate widths
- ☐ Illustrated lane markings and pavement arrows (multilane only)
- ☐ Design file showing actual measurements of the design parameters
- ☐ Stopping sight distance
- ☐ Intersection sight distance
- ☐ Fast path speed calculations at entry and circulating

☐☐☐ (60% Plan) design submittal should finalize the vertical geometrics of the roundabout. For a review plan at 60%, the plans should include the following:

- ☐ Final horizontal design changes implemented
- ☐ Roadway profiles for each leg of the modern roundabout
- ☐ Circulating roadway profile or alternative' Cross slopes and/or spot elevations
- ☐ Intersection sight distance envelopes
- ☐ Landscaping design parameters in central island and around perimeter of the modern roundabout
- ☐ Central island grading design/profile
- ☐ Lighting placement/design
- ☐ Drainage design/inlet locations
- ☐ Preliminary construction staging and traffic control plans
- ☐ Signing and pavement marking plan and detail sheets
- ☐ Development of all appropriate plan sheets

☐☐☐ (90% and 100% Plan) submittal design should provide the final plans with only minor changes required at 90%. Changes would include:

- ☐ Final vertical and drainage changes implemented
- ☐ Final signing, lighting, and landscaping changes implemented
- ☐ Final staging and traffic control changes implemented
- ☐ Final plans sheets produced

TRAFFIC SIGNAL PLAN CHECKLIST

App	Not App	N/A	
☐	☐	☐	Civil Plan sheets shall be submitted in accordance with the General Submittal Checklist, unless otherwise noted
☐	☐	☐	A vicinity map and site plan is required on the cover sheet for stand alone traffic signal plans
☐	☐	☐	Coordinate traffic signal plans with the engineer preparing other offsite improvement plans, and appropriate utilities
☐	☐	☐	Provide a legend using ADOT Standard symbols found in their Standard Drawings on the first traffic signal plan sheet (cover if only signal plans) identifying the symbols used for the following items:

- ☐ Conduit run designation – see conductor schedule on sheet
- ☐ Cabinet/pole designation – see pole schedule on sheet
- ☐ #7 junction box with extension (per current ADOT standard specifications and standard drawings)
- ☐ #7 junction box (per current ADOT standard specifications and standard drawings)
- ☐ #5 junction box (per current ADOT standard specifications and standard drawings)
- ☐ (Additional items may be required based upon complexity and clarity of plan data.)

☐ ☐ ☐ The following existing and proposed items must be shown on the plans, with dimensional ties to proposed signal apparatus in areas of potential conflict:

- ☐ Fire Hydrants
- ☐ Domestic/irrigation/reclaimed water lines, meters and valves
- ☐ Electric/telephone/CATV/gas/lines/vaults, boxes, and transformers
- ☐ Power poles and overhead lines
- ☐ Sanitary sewer lines/manholes/cleanouts
- ☐ Street lights
- ☐ Curb/gutter/sidewalk
- ☐ Sidewalk ramp
- ☐ Traffic signal equipment
- ☐ Public utility easements
- ☐ Bus bay/right turn bays

- ☐ Other items as needed

☐☐☐ The following items shall be shown on the plans:

- ☐ General traffic signal notes
- ☐ Service Address shown on the signal plan view
- ☐ Pavement marking
- ☐ Roadway geometrics
- ☐ Utility locations
- ☐ Right-of-way
- ☐ Pole and controller locations
- ☐ Centerline or baseline description
- ☐ Detector locations
- ☐ Signal poles (ADOT drawing)
- ☐ Signal head locations –with phasing assignment
- ☐ Pedestrian head locations with phasing assignment
- ☐ Controller locations
- ☐ Luminaries
- ☐ Conduit runs and bores with associated call out of run showing termination treatment
- ☐ Pull boxes with ADOT drawing T.S. 1-8
- ☐ Power Meter and Pedestal
- ☐ Wheel chair ramps (ADA ramps)
- ☐ Sidewalks
- ☐ Push buttons (control notes)

☐☐☐ A Conductor schedule is required with the following information provided:

- ☐ Signal runs
- ☐ Pedestrian Signal runs
- ☐ Pedestrian Push Buttons
- ☐ Loop detection
- ☐ Pre-emption, confirmation lights and flashers
- ☐ Lighting
- ☐ Service

- ☐ Interconnect as needed
- ☐ Permanent count stations as needed

☐ ☐ ☐ A Pole schedule is required with the following information provided:

- ☐ Controller
- ☐ Power Supply
- ☐ Poles
- ☐ Pole foundations (ADOT 731-3.01)

☐ ☐ ☐ A Signal Head schedule is required with the following information provided:

- ☐ Signal Heads
- ☐ Pedestrian Heads
- ☐ Push Buttons
- ☐ Interconnect equipment
- ☐ Power Foundations (T.S. 2-7)
- ☐ Cabinet Foundations (T.S. 2-3, 2-4)

☐ ☐ ☐ A phase movement diagram shall be shown

☐ ☐ ☐ In the case of stand alone traffic signal plans a separate striping and signing sheet shall be provided

☐ ☐ ☐ Service conduit detail shall be shown

☐ ☐ ☐ Controller base details shall be shown (as required)

SIGNING & STRIPING PLAN CHECKLIST

Not
App App N/A

☐ ☐ ☐ Civil Plan sheets shall be submitted in accordance with the General Submittal Checklist, unless otherwise noted

General

Not
App App N/A

☐ ☐ ☐ Coordinate signing and striping plans with the engineer preparing other offsite improvement plans

☐ ☐ ☐ The design engineer shall field verify all existing advance or approach signing applicable to the project. Reference signs on plan sheets including location or station and note status of sign

☐☐☐ Signing and striping shall conform to the requirements set forth in the City of Prescott's GES's and the Manual on Uniform Traffic Control Devices and Standard Plans available on the City's website at www.cityofprescott.net/

☐☐☐ Signing and pavement marking shall be shown in the same plan view unless otherwise specified

☐☐☐ The entire length of the project shall be shown in plan view. "Typical Section" representing striping and signing will not be accepted

☐☐☐ Signing and pavement marking plans shall include all existing signing and pavement markings at a minimum of three-hundred (300') feet past the limits of construction, or to the nearest logical intersection connection, or as required by the City for adequate transitions and tapers to maintain traffic at the design speed

☐☐☐ Plan sheets shall be clearly labeled as "Signing and Striping Plan"

☐☐☐ Sign locations shall be coordinated with existing or proposed landscaping to ensure landscaping will not obstruct signage

☐☐☐ A vicinity map and site plan is required on the cover sheet for stand alone signing and striping plans

☐☐☐ Provide a legend on the 1st signing and striping plan sheet (cover if only signing and striping plans) identifying the symbols used for the following items:

- ☐ Pavement Marking Symbol Legend for each type included on plans including description (Left Turn Arrow, etc.)
- ☐ Bike Lane Marking Detail per COP Standard Detail 833P (if applicable)
- ☐ Signing Summary Table (include MUTCD designation, station, street located on, post type, post size, removal and salvage, relocations)
- ☐ Striping Summary Table (include obliteration quantities)

☐☐☐ Scale bar shall be shown. Plans shown "Not to scale" will not be accepted.

☐☐☐ Plans shall be submitted with a scale no less than 1" = 40' and include all centerline curve data

☐☐☐ Control points shall be stationed and clearly identified

☐☐☐ Show all approved streetlight locations and use streetlight poles for sign mounting when the pole is within fifty (50') feet of any proposed sign location

☐☐☐ All streets labeled

Signing

Not
App App N/A

☐☐☐ All existing advance or approach signing applicable to the project field verified

☐	☐	☐	Signs on plan sheet referenced including location or station and status of sign
☐	☐	☐	Existing signs identified to remain, be removed, or be relocated consistent with note above
☐	☐	☐	All signs graphically depicted oriented to the plan reader
☐	☐	☐	All signs stationed and referenced to the appropriate MUTCD sign designation with size noted
☐	☐	☐	Street name signs shown

Striping

Not App	App	N/A	
☐	☐	☐	Existing striping fully shown (as screened lines), identified by type and width, and completely dimensioned across roadway
☐	☐	☐	All new striping clearly identified noting color and line width including beginning and ending stations
☐	☐	☐	Striping to be removed is identified
☐	☐	☐	All pavement arrows, crosswalks, stop bars etc., located by station or dimensions lines
☐	☐	☐	All new pavement markings (STOP bars, Right/Left turn arrows, crosswalks, legends, etc.) shall be 90 MIL extruded thermoplastic