



City of Seattle  
**Seattle Department of Transportation - Street Use**  
700 5th Avenue, Suite 2300, Seattle WA 98104  
Phone: (206) 684-3679  
[www.seattle.gov/transportation/stuse](http://www.seattle.gov/transportation/stuse)

90% Complete SIP Plan

Checklist

Non-Standard Element Review

**Permit Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_

## Private Encroachments and Roadway Structures

**If the Street Improvement Plan includes any of the following items, then the listed items are required.**

- Encroachments - Proposed privately owned encroachments in the ROW**
  - 60% SIP Conceptual Approval
  - Annual Permit Number Identified on Plans
- Areaway - Installation or modification of an areaway within the ROW**
  - 60% SIP Conceptual Approval
  - Geotechnical Report
  - Structural Calculations
- Barriers**
  - 60% SIP Conceptual Approval
- Bridge - Installation or modification of any bridges**
  - 60% SIP Conceptual Approval
  - Geotechnical Report
  - Structural Calculations
- Retaining Wall**
  - Is the retaining wall greater than 4 feet high?
    - 60% SIP Conceptual Approval
    - Geotechnical Report
    - Structural Calculations
  - Is the retaining wall less than 4 feet high?

## Private Encroachments and Roadway Structures

- Per Standard Plan

If the retaining wall is not per Standard Plan, the following items are required for intake:

- 60% SIP Conceptual Approval
- Geotechnical Report
- Structural Calculations

### **Rockeries**

- Per Standard Plan

If the rockery is not per Standard Plan, the following items are required for intake:

- 60% SIP Conceptual Approval
- Geotechnical Report
- Structural Calculations

### **Stairs**

- Per Standard Plan

- Geotechnical Report

If the stairs not per Standard Plan, the following items are required for intake:

- 60% SIP Conceptual Approval
- Geotechnical Report
- Structural Calculations

## **Pavement, Sidewalks, and Curbs**

- Curb Bulbs**
  - 60% SIP Conceptual Approval
  - Curb Table (Radius, Station, Offsets, and Elevations of PC, PRC, and PT)
  - Elevation of top of curb, existing and proposed flowline at back of walk and property line noted
- Curb Setback**
  - 60% SIP Conceptual Approval
  - Curb Table (Radius, Station, Offsets, and Elevations of PC, PRC, and PT)
  - Elevations of top of curb, existing and proposed flowlines at property line and back of walk noted.
- New curb where no curb existed or modified curb alignment**
  - 60% SIP Conceptual Approval
  - Per Standard Plan
  - Is the type specified correct for the pavement section?
- New curb return where no curb return existing or a modified curb return**
  - Curb Table (Radius, station, offsets, and elevations of PC, PT 1/4 Points, Delta)
  - Elevations for top of curb, existing and proposed flowlines at back of walk and property line noted
  - Radius per the Seattle Right of Way Improvements Manual
    - 60% SIP Conceptual Approval
- New or Modified Traffic Calming Devices**
  - 60% SIP Conceptual Approval
- New Road Width**
  - 60% SIP Conceptual Approval
  - Meets minimum width specified in the Right of Way Improvements Manual
- Modified or New Roadway Alignment**
  - 60% SIP Conceptual Approval
- New Street Pavement**

## Pavement, Sidewalks, and Curbs

- Is the section standard as specified in the Pavement Opening and Restoration Rules 6.4 and 7.5?

If the pavement section does not meet the standard, the following items are required at intake:

- 60% SIP Conceptual Approval
- Design Specifications

- Are the cuts perpendicular and parallel to the centerline?
- Is the street AC?
  - If the work is >100 LF is full lane restoration shown?
- Is the street PCC?
  - Show joint layout

### **New or Replaced Sidewalk**

- Per Standard Plan
  - If not per Standard Plan - 60% SIP Conceptual Approval
- Meets zoning code width?
- Is the sidewalk area greater than 750 SF?

### **Porous Sidewalk**

- 60% Conceptual Approval
- Design Specifications

### **New or Modified Bike Trail or Path**

- 60% Conceptual Approval

### **Cross Slopes**

- Do the cross slopes meet the min and max percentages allowed?
  - 60% SIP Conceptual Approval if min and max %'s are not met

### **New or Modified Driveway**

- Per Standard Plan
  - 60% SIP Conceptual Approval required for non-standard driveways
  - Elevations at flowline, back of walk, and property line noted at centerline of driveway.
  - Too close to an intersection

## **Pavement, Sidewalks, and Curbs**

- Minimum 5 FT from property line
- Cross Section**
  - For all improvements (not repair) is the cross section per Standard Plan 030
  - If not per Standard Plan 030, is there 60% Conceptual Approval?
- New or Revised Channelization**
  - Channelization labeled on plan
  - 60% SIP Conceptual Approval
- Crosswalks**
  - Is there an existing marked crosswalk?
    - Is the pavement being replaced within the crosswalk area?
    - Is the restoration area marked?
    - Is the area less than 6' from the curb?
    - Is the area more than 6' from the curb?
    - If the pavement restoration is more than 6' from the curb a Stop Bar is required as part of the crosswalk restoration.
  - New, Relocated, or Shifted Crosswalk
    - 60% SIP Conceptual Approval

## Signal, Lighting, and Electrical

- **Signal System Elements proposed or modified**
  - 60% SIP Conceptual Approval
  - Phase Diagram - for new signals or changed operations
  - Wiring Schedule - for new signals or changed operations
  - Components labeled as removed, replaced, relocated, connected to new equipment, or maintained in place.
  - Cross Sections - If existing signal elements to remain in place and there are proposed grade changes
- **New or Relocated Seattle City Light Infrastructure**
  - 60% SIP Conceptual Approval
  - Components labeled with type and size
- **New or Relocated Metro Infrastructure**
  - 60% SIP Conceptual Approval
  - Components labeled
- **New or Relocated Poles - Utility Poles other than SCL or Metro**
  - 60% SIP Conceptual Approval
  - New location shown
  - Pole to be installed by the developer
    - If the pole is not to be installed by the developer, it should be labeled "Under Separate Permit"
  - Poles labeled: to remain, to be protected, to be removed, to be replaced, to be relocated, or to be installed. Indicate pole type and size.
- **New or Relocated Street or Pedestrian Lighting**
  - 60% SIP Conceptual Approval
  - Type and location shown
  - Hand Holes and conduits shown
  - Hand Holes and conduits labeled with type and size
  - Service location shown
  - One line wiring diagram showing wire size and circuit

# Trees and SPU Infrastructure

- Trees**
  - Are any trees proposed to be removed
    - 60% SIP Conceptual Approval
- Is the ROW being used for Green Factor Credits?**
  - 60% SIP Conceptual Approval
  - Drainage Elements Included (Swales, Rain Gardens, Porous Pavement, etc)
  - Green Factor Areas Clearly Identified
  - Green Factor Element Details (type of plants, rain garden details, etc)
- Alley Drainage Proposed**
  - Per Standard Plan 241 and CAM 1180
    - 60% Conceptual Approval, if not per Standard Plan
  - Discharge point shown (PSD or Weep Hole)
  - Rim and Invert Elevations called out
  - Weep Hole Elevation called out if discharging through the curb

Plan View Requirements

  - Pipe Type called out
  - Pipe slope called out
  - Pipe length noted

If a profile is required per CAM 2201, the following must be shown on the profile:

  - All structures
  - Rim and Invert Elevations called out
  - Pipe Type called out
  - Pipe slope called out
  - Pipe length noted
- Detention (2,000 SF disturbed) or Water Quality Remediation (5,000 SF Disturbed) Required**
  - 60% SIP Conceptual Approval
  - Drainage Report

# Trees and SPU Infrastructure

- Non Standard Configuration
  - Maintenance Manual Provided
- Detail of flow control structure (orifice size, dimensions, elevations, etc)
- Detail of the water quality system
- Drainage Swale or Rain Garden Proposed**
  - 60% SIP Conceptual Approval
  - Drainage Report
  - Is the project located in a peat settlement area, ECA or proposing infiltration?
    - Geotechnical Report
- Water Main installation or replacement**
  - 60% SIP Conceptual Approval
  - Type of pipe noted
  - Size of pipe noted
  - Components noted (water valves, etc)
  - Profile showing:
    - Type of pipe noted
    - Size of pipe noted
    - Components noted (water valves, etc)
- PSD or PSS main line**
  - 60% SIP Conceptual Approval
  - Type of Pipe noted on plan view
  - Slope noted on plan view
  - On private property
    - Easement per CAM 1180
    - 60% Conceptual Approval for Non Standard Easement
  - Profile required per CAM 2201
    - PSS / PSD Shown on profil
    - Pipe Type
    - Slope



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## Checklist

General, Title Sheet and Drafting Requirements

**Permit Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_

- Base Map**
  - Is the base map complete per CAM 2212?
  - Screened on the plan sheets
- Are all elements requiring separate permits called out as "Under Separate Permit"?**
- Adjacent to Park Property - Either a Boulevard or a Park**
  - Drainage impact to a Park
  - Work in an ECA that may cause impacts to a Park
  - Temporary or permanent access required from Park property
- General Notes shown on Title Sheet**
  - Standard Notes
  - SPU Sewer, SPU Drainage, and SPU Water Service and Main Note
  - Lighting and Signal Notes
- Vicinity Map shown on Title Sheet**
  - 1" = 200' Scale
  - Area of work in the ROW shaded
  - North Arrow oriented to the top or left of the page
  - For large projects: Sheet Numbers identified on the Vicinity map
- Benchmarks**
  - Two benchmarks shown (one can be a site benchmark)
  - Reasonable distance from the project
  - Location, elevation and description of benchmarks noted
- Exceptions and Deviations**

- Have any exception or deviations been granted?
- Noted on Title Sheet
- SDOT SIP Title Block on all sheet**
  - Filled out per CAM 2201
  - Engineer Stamp
- North Arrow on all sheets and oriented to the top or left**
- Bar Scale shown and scaled correctly**
- Horizontal Scale 1"=10'**
- Lettering 0.12" for improvements and dimensions or 0.10" for base maps**



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## Drainage, Sewer, and Water

- Drain Grates**
  - Is the pavement being replaced around a CB or Inlet?
  - Grates to current standard
    - If not to current standard, they must be replaced.
- Flow Lines Shown**
  - Must direct flow to a CB or Inlet
- Catch Basins**
  - Show all proposed CBs
    - Per standard plan
    - Per CAM 1180
    - Rim and Invert Elevations called out
    - Connection to the main shown
    - Type of pipe for connection called out
    - Length of pipe called out
    - Slope of pipe called out
  - If a profile is required per CAM 2201, the CB structure and following items must be shown in profile:
    - Rim and Invert Elevations
    - Connection to the main
    - Type of pipe for the connection
    - Slope of pipe
    - Length of pipe

## **Drainage, Sewer, and Water**

### **Inlets**

- Show all proposed inlet
- Per Standard Plan
- Per CAM 1180
- Rim and Invert Elevations called out
- Connection to the CB shown
- Pipe type shown
- Pipe length shown
- Slope shown
- If a profile is required per CAM 2201, the Inlet structure and following items must be shown in profile:
  - Rim and Invert Elevations
  - Connection to the CB
  - Pipe type
  - Pipe slope
  - Pipe length

### **Manholes**

- Show all proposed manholes
- Per Standard Plan
- Rim elevations called out
- Invert elevations for all pipes going in and out of the struct
- If a profile is required per CAM 2201, the MH structure and following items must be shown in profile:
  - Type of manhole
  - Rim elevation
  - Invert elevations for all pipes going in and out of the structure

### **Side sewer and service drain**

- Show connections
- Call out Under Separate Permit

## **Drainage, Sewer, and Water**

- King County Sewer Mains**
  - Show any connections to King County Metro Sewer lines
  - Call out "Under Separate Permit from King County Metro"
- Water Meters**
  - Show all existing water meters
  - Show all proposed water meters
  - Label all water meters as existing, new, to be retired, or to be reused
  - Show type and size
  - Show location
- Water Vaults**
  - Show all existing water vaults
  - Show all proposed water vaults
  - Show location of all water vaults
  - Show type and size of all water vaults
- Curbs to be replaced in the same locatio**
  - Per Standard Plan
  - Correct per the pavement section
- Trenches for utilities installed under SIP Permit**
  - Extent of restoration noted
  - Restoration area per the Pavement Opening and Restoration Rules
  - Restoration area includes the entire zone of influence (d/4)

## Control Elements and Traffic Elements

- **Stationing, offsets and/or dimensions**
  - Offsets or dimensions are required for all infrastructure elements
  - Stations at end points must include elevation
  - Stations at match points must include elevation
- **Monuments**
  - Stations and offsets or dimensions required for all monuments
  - Description for each monument noted
  - Bearing and distances between control or monuments noted
  - Are there enough controls to establish alignment?
- **Building Outline**
  - Building outline must be shown on plan
  - Access points (vehicular and pedestrian) shown on plan
  - Elevations flowline, top of curb, back of sidewalk, and property line shown for all access points.
  - Electrical Service Connection to the building shown
    - Electrical Service connection called out "Under Separate Permit"
- **Contour Lines**
  - All contour lines shown
  - Show how the new lines tie into the old
- **Curb Ramps**
  - Called out per Standard Plan
  - 4 foot by 4 foot landing
  - Wing slope 1":10"
  - Ramp slope 1":12" (8.33%), 9"% acceptable
  - Companion ramps identified and labeled existing, retrofit, or new
  - Minimum 1 foot between curb ramps
  - 2 ramps at each corner
  - Dimensioned along curb face (ramp and wings)

## Control Elements and Traffic Elements

- Handrail or Fence**
  - Required when: Slope adjacent to sidewalk is greater than 2:1 or vertical drop of more than 2.5' within 4 ' of the sidewalk edge.
- Gaurdrails**
  - Proposed guardrails
- Traffic Barriers**
  - Proposed traffic barrier
- Road Taper**
  - Proposed roadway taper
- Signage or Paystations/Meters**
  - Location and type of all proposed signag
  - Location and type of all proposed paystations or parking mete
- Bike Racks**
  - Proposed Bike Racks
  - City Owned
    - Per the Right of Way Improvements Man
  - Annual Permit required for non-city owned bike racks

## Tree, Landscaping, and Electrical

- Street Light and Signal Conduits and Hand Holes**
  - Is the project in Downtown, South Lake Union, U District, an Urban Village, or Commercial Zone and replacing the sidewalk?
    - 4-3" Conduits (2-3" ELCd and 2-3" TrCd) along frontage
    - Type 5 HH at each end of the project (and mid block if over 250' span)
  - Is the project on an Arterial (other than Downtown, South Lake Union, U District, an Urban Village, or Commercial Zone) and replacing the sidewalk?
    - 2-2" ELCd and 2-3" TrCd along frontage
    - Type 5 HH at each end of the project (and mid block if over 250' span)
- Electrical Vaults**
  - All existing proposed electrical vaults shown on plan
  - Type and size noted
  - Location identified
- Electrical Hand Holes**
  - All existing and hand holes shown on plans
  - Type and size noted
  - Location identified
- Utility Ducts**
  - All proposed ducts shown on plans
  - Type and size noted
  - Location identified
- Trees**
  - Code required / additional trees proposed
    - Shown on plan
    - Labeled with size (2" min), location and species
- Tree Pits**

## Tree, Landscaping, and Electrical

- Proposed modifications to any tree pits
- Tree pits dimensioned

### **Landscaping**

- Is all proposed landscaping within the right of way shown and identified?

### **Medians**

- Landscaping or planting in an existing median
- Is the median on a designated park boulevard?

### **Paved Planting Strip**

- Show existing and proposed paved area



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Checklist  
Profile Requirements

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- A profile is required if any of the following apply**
  - New curb where a curb did not exist
  - Modified curb alignment
  - 6 feet or greater roadway widening with no existing curb
  - New main lines (PSD, PSS, or Water)
  - Improving unimproved or unopened ROW
- Vertical Scale 1"=10' or greater**
- Top of curb shown**
- Centerline and Crown of roadway shown**
- Utilities**
  - Existing utilities shown
  - Proposed utilities shown
  - Utility crossings shown
- Vertical Curve**
  - All vertical curves shown
  - Dimensioned
  - PVI Labeled
  - Stations for beginning and end points
- GradeBreaks**
  - All grade breaks identified in the profile



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Cross Section Requirements

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**Cross Section Location Requirements**

- New roadway proposed
  - Cross sections required every 25 feet
- New alley proposed
  - Cross sections required every 25 feet
- Each end of the project
- Centerline of each driveway
- Entrances within 10 feet of the property line
- Typical cross section for each street frontage



**Cross Section Elements**

- Elements dimensioned
- Elements labeled (curb, sidewalk, trees, pavement, etc)
- Elevations noted for top of curb, centerline of street, etc
- All elements called out per Standard Plans
- Existing Grades Shown
- Proposed Grades Shown
- Pavement Section Identified