



90% COMPLETE STREET IMPROVEMENT PLAN (SIP) CHECKLIST

Effective Date 1/27/25

SDOT Project #: _____ SDCI Project #: _____

Project/Site Address: _____

Applicant Name: _____

Approval of a 60% Complete Street Improvement Plan is required for projects that contain non-standard elements in the right of way as identified in AG 2002. 60% Complete Street Improvement Plan (SIP) Approval is obtained through the SDOT SIP Design Guidance Process. See AG 2002 for more information.

I CERTIFY THAT MY 60% COMPLETE STREET IMPROVEMENT PLAN MEETS ALL OF THE REQUIREMENTS ON THE 60% COMPLETE SIP CHECKLIST. I UNDERSTAND THAT MY PLANS WILL BE REJECTED IF I FAIL TO MEET THESE REQUIREMENTS.

Applicant Signature: _____ Date: _____

Civil Engineer Signature: _____ Date: _____

THE FOLLOWING CHECKLIST MUST BE COMPLETED AND SUBMITTED WITH THE 90% COMPLETE STREET IMPROVEMENT PLAN.

If the Street Improvement Plan includes any of the elements in bold, then the items listed under that specific element are required. The questions in italics are used to determine any additional requirements for specific elements. Read the question and circle the answer. If the answer to any of the questions in italics is yes, all of the items listed under the question are required.

ELEMENTS THAT REQUIRE 60% COMPLETE SIP APPROVAL

☐ **Privately owned encroachments**

☐ 60% Complete SIP Approval has been obtained

☐ The Street Use Annual Permit Number is identified on the plans

☐ **SCL coordination**

☐ Have you attended a pre-app meeting with SCL?
If yes, did SCL Service Rep identify service as

☐ overhead or ☐ underground?

If underground, submit SCL Service letter or
Approved Customer Drawing

☐ **Areaway - Installation or modification**

☐ 60% Complete SIP Approval has been obtained

☐ Structural Calculations are provided

Is a foundation or footing for an areaway being
installed or modified?

☐ Yes ☐ No

☐ Geotechnical Report is provided

☐ **Guardrails and/or Traffic Barriers**

☐ 60% Complete SIP Approval has been obtained

☐ **Bridge - Installation or modification**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Geotechnical Report is provided
- ☐ Structural Calculations are provided

☐ **Retaining Walls**

- ☐ 60% Complete SIP Approval has been obtained

Is the retaining wall greater than 4 feet in height?

☐ Yes ☐ No

☐ Structural Calculations are provided

☐ Geotechnical Report is provided

Does the retaining wall have a surcharge, is it located in an ECA, or is it located where the groundwater level is above the footing?

☐ Yes ☐ No

☐ Geotechnical Report is provided

Is the retaining wall per Standard Plan 800 or 801?

☐ Yes ☐ No

☐ Retaining wall is shown and called out per Standard Plan 800 or 801

☐ **Rockery**

Does the rockery deviate from Standard Plan 141?

☐ Yes ☐ No

☐ 60% Complete SIP Approval has been obtained

Is the rockery over 4 feet high?

☐ Yes ☐ No

☐ 60% Complete SIP Approval has been obtained

☐ Geotechnical Report or is provided

☐ **Stairs**

☐ 60% Complete SIP Approval has been obtained

Are the Stairs NOT per Standard plan 440a and 440b?

☐ Yes ☐ No

☐ Structural Calculations are provided

Are the Stairs located in an ECA?

☐ Yes ☐ No

☐ Geotechnical Report is provided

☐ **Curb Bulbs**

☐ 60% Complete SIP Approval has been obtained

☐ Curb Table is provided on the plans and includes radii, stations and offsets, elevations for the PC, PRC, PT, 1/4 points, and delta

☐ Elevations at the top of curb, at the existing and/or proposed flow lines, at the property line and at the back of walk are noted and identified

☐ **Curb Setbacks**

☐ 60% Complete SIP Approval has been obtained

☐ Curb Table is provided on the plans and includes radii, stations and offsets, elevations for the PC, PRC, PT, 1/4 points, and delta

☐ Elevations at the top of curb, at the existing and/or proposed flow lines, at the property line and at the back of walk are noted and identified

☐ **Curbs that are not per Standard Plan**

☐ 60% Complete SIP Approval has been obtained

☐ **New curb where no curb existed before or modification to existing curb alignment**

☐ 60% Complete SIP Approval has been obtained

☐ **New or modified curb return**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Curb Table is provided on the plans and includes radii, stations and offsets, elevations for the PC, PRC, PT, ¼ points, and delta
- ☐ Elevations at the top of curb, at the existing and/or proposed flow lines, at the property line and at the back of walk are noted and identified

☐ **New or Modified Traffic Calming Devices**

- ☐ 60% Complete SIP Approval has been obtained

☐ **New or Modified Road Width**

- ☐ 60% Complete SIP Approval has been obtained

☐ **New or Modified Road Alignment**

- ☐ 60% Complete SIP Approval has been obtained

☐ **New or Modified Profile Grade for Centerline**

- ☐ 60% Complete SIP Approval has been obtained

☐ **New Pavement section and / or type that does not meet the Street and Sidewalk Pavement Opening and Restoration Rules**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Design Specifications are provided

☐ **New or Replaced Sidewalk that is not per standard plan (width, scoring and materials)**

- ☐ 60% Complete SIP Approval has been obtained

☐ **Permeable Sidewalk**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Design Specifications are provided

☐ **New or Modified Bike Trail or Path**

- ☐ 60% Complete SIP Approval has been obtained

☐ **Proposed Cross Slopes that do not meet the minimum and maximum percentages identified in the ROWI Manual**

- ☐ 60% Complete SIP Approval has been obtained

☐ **New or Modified Driveway that is not per Standard Plan**

- ☐ 60% Complete SIP Approval has been obtained

☐ **Cross Section that is not per Standard Plan 030**

- ☐ 60% Complete SIP Approval has been obtained

☐ **New or Revised Pavement Markings (including marked cross walks)**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Pavement Markings are shown and labeled on the plans

☐ **Signal System Elements Proposed or Modified**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Components labeled as removed, replaced, relocated, connected to new equipment, or maintained in place
- ☐ Solar report provided for any solar powered signal devices based on final build conditions (email DOT_SignalConstruction@Seattle.gov to request a solar report)

☐ **New Signal System or Proposed Change in Signal Operations**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Phase Diagram and Wiring Schedule is provided
- ☐ Components labeled as removed, replaced, relocated, connected to new equipment, or maintained in place

☐ **Proposed Grade Changes Around Existing Signal Equipment or Poles**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Cross Sections at proposed grade changes are provided

☐ **New or Relocated SCL Infrastructure**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Components are labeled with type and size

☐ **New or Relocated Metro Infrastructure**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Components are labeled with type and size
- ☐ Poles are labeled as to remain, to be protected, to be removed, to be replaced, or to be relocated

☐ **New or Relocated poles (other than SCL or Metro)**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Poles are labeled as to remain, to be protected, to be removed, to be replaced, or to be relocated
- ☐ Type and size of poles are identified

Are the poles to be installed by others?

☐ Yes ☐ No

☐ Poles are labeled as being installed "Under Separate Permit"

☐ **New or Relocated Street or Pedestrian Lighting**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Type of poles, luminaire, bracket arm, etc are identified and location is shown
- ☐ Associated hand holes and conduits are shown and labeled with type and size
- ☐ Service location is shown and identified
- ☐ One line wiring diagram is provided showing the wire size and circuit

☐ **Trees Proposed to be Removed or Relocated**

☐ 60% Complete SIP Approval has been obtained

☐ **ROW used for Green Factor Credits**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Green Factor areas are clearly identified
- ☐ Green Factor element details are shown (type & number of plants, rain garden details, etc)

☐ **Alley Drainage Proposed that is not per Standard Plan 241 and SPU Director's Rule DWW-210 (closed contour alleys)**

☐ 60% Complete SIP Approval has been obtained

☐ **More than 2,000 SF of new plus replaced hard surface**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ On-site Stormwater Management – List Approach Calculator is provided – **Provide entire workbook in Excel format.**

- ☐ **Detention Proposed within the ROW**
Detention is required if the amount of new or new plus replaced hard roadway surface exceeds 10,000 SF in a non-combined sewer (see current Stormwater Code for specific conditions related to your project).

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Drainage Report is provided
- ☐ Detail of the flow control structure is provided (orifice size, dimensions, elevations, etc)

Is the project proposing a non-standard detention facility?

☐ Yes ☐ No

☐ Maintenance manual is provided

- ☐ **Water Quality Proposed in the ROW**
Water quality treatment is required in a non-combined sewer basin (see SMC 22.805.060.D).

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Drainage Report is provided
- ☐ Detail for the water quality system is provided

Is the project proposing a non-standard water quality facility?

☐ Yes ☐ No

☐ Maintenance manual is provided

- ☐ **Infiltrating Bioretention or Rain Garden Proposed or Modified**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Drainage Report is provided

Is the Drainage Swale or Rain Garden in a peat settlement area, ECA or projects proposing infiltration?

☐ Yes ☐ No

- ☐ Geotechnical Report is provided pursuant to Directors' Rules SDCI 10-2021/SPU DWW 200 Appendix D – Subsurface Characterization and Infiltration Testing for Infiltration Facilities

- ☐ **Water Main Installation, Extension, or Replacement**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Pipe type and size are identified
- ☐ Components are labeled (water valves, hydrants, blow offs, etc)
- ☐ Pipe type, size and depth are noted in the profile
- ☐ Components labeled in the profile

- ☐ **PSD Installation, Extension, or Replacement**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Pipe type, length, size, and slope are identified on plans
- ☐ Pipe type, length, size, and slope are identified in the profile

Is the PSD on private property?

☐ Yes ☐ No

☐ Easement is shown and identified on plans

- ☐ **PSS Installation, Extension, or Replacement**

- ☐ 60% Complete SIP Approval has been obtained
- ☐ Pipe type, length, size, and slope are identified on plans
- ☐ Pipe type, length, size, and slope are identified in the profile

Is the PSS on private property?

☐ Yes ☐ No

☐ Easement is shown and identified on plans

- ☐ **60% Complete SIP Plans**

- ☐ 60% Complete Plans are attached if approval has been obtained.

☐ **Base Map (always required)**

- ☐ Base map is screened back and readable on the plan sheets

☐ **Large Project Drainage Control**

Is the project disturbing more than 5,000 square feet in the right of way, including staging areas?

- ☐ Yes ☐ No

- ☐ Comprehensive Drainage Control Plan, Inspection and Maintenance Schedule, and Construction Stormwater Control Plan per SMC 22.807.020 Drainage control Review and Application Requirements.

☐ **General Notes**

- ☐ Standard General Notes including Water Service Notes are shown on Title Sheet

Is SPU Sewer or Drainage infrastructure being installed or modified?

- ☐ Yes ☐ No

- ☐ Standard SPU Sewer and Drainage Notes are shown on Title Sheet

Is SPU Water Main Infrastructure being installed or modified?

- ☐ Yes ☐ No

- ☐ Standard SPU Water Main Notes are shown on Title Sheet

Is Lighting or Signal infrastructure is being installed or modified?

- ☐ Yes ☐ No

- ☐ Standard Lighting and Signal Notes are shown on Title Sheet

☐ **Vicinity Map shown on Title Sheet (always required)**

- ☐ Scaled at 1" = 200'

- ☐ Area of work in the ROW is shaded

- ☐ North Arrow is oriented to the top or left of the page

- ☐ Sheet Numbers are identified on the Vicinity map

☐ **SDOT SIP Title Block used for all sheets (always required)**

- ☐ Filled out per CAM 2201

- ☐ Plan has Engineer's Stamp on it

☐ **Benchmarks (always required)**

- ☐ Two Vertical benchmarks are shown.

- ☐ Two horizontal benchmarks.

- ☐ Benchmarks used are a reasonable distance from the project

☐ **Exceptions have been granted from SDCI**

- ☐ All granted exceptions are noted on the Title Sheet

☐ **Deviations have been approved by SDOT**

- ☐ All approved deviations are noted on the Title Sheet

☐ **North Arrow is provided on all sheets and is oriented to the top or left (always required)**

☐ **Bar Scale is shown and scaled correctly (always required)**

☐ **Horizontal Scale is 1"=10' (always required)**

☐ **Minimum Lettering size is 0.12" for improvements and dimensions and 0.08" for base maps (always required)**

☐ **All drawings shall be neat and legible such that annotation, linework, shading, and symbols are clearly discernable in both digital and printed formats.**

☐ **Profile**

Is the project installing a new curb where a curb did not exist?

☐ Yes ☐ No

☐ Profile is provided above the plan view and lines up with the plan view

Is the project modifying the horizontal curb alignment?

☐ Yes ☐ No

☐ Profile is provided above the plan view and lines up with the plan view

Is the project installing 6 feet or greater of roadway widening with no existing curb?

☐ Yes ☐ No

☐ Profile is provided above the plan view and lines up with the plan view

Is the project installing or modifying a Main Line (PSD, PSS, or Water)?

☐ Yes ☐ No

☐ Profile is provided above the plan view and lines up with the plan view

Is the project improving an unimproved or unopened ROW?

☐ Yes ☐ No

☐ Profile is provided above the plan view and lines up with the plan view

Is the project upgrading or modifying the pavement surface type or changing the grade of existing pavement surface?

☐ Yes ☐ No

☐ Profile is provided above the plan view and lines up with the plan view

Is a profile required per any of the above requirements?

☐ Yes ☐ No

☐ Vertical Scale is 1" = 5'

☐ Top of Curb, Centerline of roadway, and slopes are shown and identified

☐ Crown of roadway is shown and slopes are identified

☐ Existing and proposed utilities are shown and identified

☐ Existing and proposed utility crossings are shown and identified

☐ Proposed manholes, catch basins, and/or inlets structure are shown and called out
☐ **N/A**

☐ Rim and Invert elevations are shown for proposed manholes, catch basins and inlets along with the inverts for all pipes entering and exiting the structures
☐ **N/A**

☐ Catch basin and inlet connections to outfall is shown
☐ **N/A**

☐ Type, length, and slope for all pipe connections for manholes, catch basins and inlets are provided
☐ **N/A**

☐ **Vertical Curves**

☐ All vertical curves are shown and identified in the profile

☐ Vertical curves dimensions are identified

☐ PVI's are labeled with station and elevations

☐ Stations and elevations for beginning and end points are identified

☐ **Grade Breaks**

☐ Grade breaks are shown and identified in the profile and include a station and elevation

☐ **Typical Cross Sections (always required)**

- ☐ A typical cross section is provided on the plan sheets for each street or alley frontage

☐ **Station Specific Cross Sections**

NOTE: Cross sections listed below must be submitted on separate 8 1/2" X 11" or 11" X 17" sheets with the engineers' stamp and signature on them. The following cross sections should not be included as part of the SIP plan set.

- ☐ Cross section at centerline of each driveway is provided
- ☐ Cross sections are provided at each entrance within 10 feet of the right of way margin
- ☐ Elements in the cross section are labeled (curb, sidewalk, etc)
- ☐ Elements in the cross section are dimensioned
- ☐ Elevations for top of curb, centerline of roadway, back of walk, and property line are provided in the cross section
- ☐ Elements in the cross section are called out per standard plan
- ☐ Existing grades are shown in the cross section
Proposed grades are shown in the cross section
- ☐ Pavement sections are identified in the cross section

☐ **Proposed New Roadway or Alley or New Curb where one did not exist**

- ☐ Cross Section are provided every 25 feet

☐ **Revising Grade of Existing Roadway or Alley**

- ☐ Cross Section are provided every 25 feet

☐ **Modifying Existing Driving Surface Width**

- ☐ Cross Section are provided every 25 feet

☐ **Station, offsets, and dimensions (always required)**

- ☐ Stations and Offsets or dimensions are shown for all elements (offsets are not required for catch basins or inlets)
- ☐ Stations are provided at beginning and end points and include elevations
- ☐ Stations are provided at match points and include elevations

☐ **Building Outline (always required)**

- ☐ Building outline is shown on the plans
- ☐ All access points, both vehicular and pedestrian, are shown on the plans
- ☐ Elevations for flow line, top of curb, back of walk, and property line are provided for all access points at each end of the access point
- ☐ Electrical service connection to the building is shown and called out as "Under Separate Permit" (only required if service connection location is located on a frontage that is being improved)

☐ **Contour Lines (always required)**

- ☐ All existing and proposed contour lines are shown
- ☐ The plans show how the finished contours tie into the existing contours

☐ **Flow Lines Shown (always required)**

- ☐ Plans show how drainage from project flows to an existing or new catch basin or inlet

☐ **Inlets**

- ☐ Called out per Standard Plan
- ☐ Rim and Invert elevations are provided
- ☐ Connection to a catch basin is shown
- ☐ Pipe type, length, and slope is provided

☐ **Catch Basins**

- ☐ Called out per Standard Plan
- ☐ Rim and Invert elevations are provided
- ☐ Connection to the main or other outfall is shown
- ☐ Pipe type, length, and slope is provided

☐ **Manholes**

- ☐ Called out per Standard Plan
- ☐ Rim and invert elevations of all pipes entering or exiting the structure are provided

☐ **Side Sewer and Service Drain (only required if service connection location is located on a frontage that is being improved)**

- ☐ All Side Sewer and Service Drain connections are shown and called out "Under Separate Permit"
- ☐ Estimated invert elevation at the connection to the main is shown

☐ **King County Sewer Mains**

- ☐ All connections to King County Metro Sewer lines are shown and called out "Under Separate Permit"

☐ **Water Meters (only required if water service connection location is located on a frontage that is being improved)**

- ☐ The location of all proposed water meters is shown and called out "Under Separate Permit"
- ☐ All water meters are labeled as existing, new, to be retired, or to be reused.
- ☐ The type and size of all water meters are provided and drawn to scale

☐ **Water Vaults (only required if water service connection location is located on a frontage that is being improved)**

- ☐ The location of all proposed water vaults are shown
- ☐ All water vaults are labeled as existing, new, to be retired, or to be reused
- ☐ The type and size of all water vaults are provided and drawn to scale

☐ **Curbs to be repaired or replaced in the same location**

- ☐ Called out per Standard Plan
- ☐ Correct Standard Plan called out for the pavement section

☐ **Pavement Restoration**

- ☐ Section as specified in the Street and Sidewalk Pavement Opening and Restoration Rule 6.4 & 7.5
- ☐ All cuts are perpendicular and/or parallel to the centerline of the roadway

Is the Pavement Restoration greater than 100 LF of Asphalt Concrete Surface without reflective cracking at PCC joints?

☐ Yes ☐ No

☐ Full lane restoration is shown

Is the Pavement Restoration PCC?

☐ Yes ☐ No

☐ Joint layout is shown for intersection areas

Are there trenches for Utilities?

☐ Yes ☐ No

☐ Extent of restoration is shown

☐ Restoration area is per the Street and Sidewalk Pavement Opening and Restoration Rule

☐ Restoration area includes the entire zone of influence (Minimum 5' + 2(d/4))

Does the pavement restoration include an Existing Non-Standard Drainage Structures (catch basins or inlets)?

☐ Yes ☐ No

☐ Upgrading the structure and connection to the current standard is shown and called out

Is the pavement restoration area within a marked crosswalk?

☐ Yes ☐ No

☐ Restoration for the pavement area and the entire crosswalk markings are shown

Is 6' or more of pavement being restored within an existing marked crosswalk?

☐ Yes ☐ No

☐ Required Stop Bar is shown and called out

☐ **New or Modified Driveway**

☐ Called out per Standard Plan

☐ Elevations at flow line, back of walk, and property line are provided for each end of the driveway

☐ The driveway is located a minimum of 5 feet from the extended property line

Is the project located Downtown?

☐ Yes ☐ No

☐ The driveway is located a minimum of 40' from the projected curb line of the nearest intersection

☐ **Utility Vaults**

☐ All proposed utility vaults are shown

☐ The location, type and size of utility vaults are identified and drawn to scale

☐ The utility vaults are called out "Under Separate Permit"

☐ **Utility Hand Holes**

☐ All proposed hand holes are shown and drawn to scale

☐ The location, type and size of all hand holes are identified

☐ The electrical hand holes are called out "Under Separate Permit"

☐ **Utility Ducts**

☐ All proposed utility ducts are shown and drawn to scale

☐ The location, type and size of all utility ducts are identified

☐ The utility ducts are called out "Under Separate Permit"

☐ **Trees**

☐ All code required and / or proposed street trees are shown

☐ All required and proposed trees within the ROW are labeled with size and species

☐ **Tree Pits**

☐ Proposed modification to existing tree pits are shown

☐ All proposed tree pits are dimensioned

☐ **Landscaping**

☐ All landscaping within the right of way is shown and identified

☐ **Paved Planting Strip**

- ☐ Proposed paved planting strip area is shown and the materials are identified

☐ **Median Landscaping**

- ☐ Proposed landscaping or planting in an existing median is shown

☐ **Project is located adjacent to Park Property – Boulevard or Park**

☐ **Project is proposing Temporary or Permanent Access through or across Park's Property**

Curb Ramps

- ☐ Called out per standard plan
- ☐ A 4' x 4' landing is provided
- ☐ The wing slope does not exceed 1':10"
- ☐ The ramp slope does not exceed 1":12" (8.33%)
- ☐ Companion Ramps identified and labeled existing, or new and called out per standard plan
- ☐ A minimum 1 foot separation between curb ramps is provided
- ☐ A minimum 1 foot clearance from the ramp to any vertical obstruction is provided
- ☐ Two ramps are provided at each corner
- ☐ Curb ramps are dimensioned along the curb face (ramp and wings)
- ☐ Elevations are provided at the flow line, top of curb, top of ramp and at the property line at all ¼ points and at the center of the curb ramps
- ☐ All slopes, dimensions, and elevations called out on the ADA Curb Ramp Template (located on the Street Use Document Library) are shown on the plans
- ☐ All ADA facilities that the project is required to construct or replace are shown on the plans, assessed using Director's Rule 01-2017 9.5.6

☐ Station, offsets, and dimensions (always required)

- ☐ Stations and Offsets or dimensions are shown for all elements (offsets are not required for catch basins or inlets)

- ☐ Stations are provided at beginning and end points and include elevations

- ☐ Stations are provided at match points and include elevations

- ☐ Show all ramps the project is required to construct or replace, assessed using Director's Rule 01-2017 9.5.6

☐ **The slope adjacent to the sidewalk is greater than 2:1 or there is a vertical drop of more than 2.5' within 4' of the edge of the sidewalk**

- ☐ A handrail or fence is provided

☐ **Road Tapers**

- ☐ Roadway tapers are identified and dimensioned

☐ **Signage**

- ☐ The location and type of all existing and proposed signage and channelization within 50' of project limits is shown and identified

- ☐ Channelization call-outs are per Standard Specification 8-22.

- ☐ For projects on arterial streets, channelization and sign plans are shown on stand-alone Channelization and Signage plan sheets

☐ **Bike Racks**

Are the proposed bike racks to be owned and maintain by the City?

☐ Yes ☐ No

☐ Bike racks are per the Seattle Right-of-Way Improvements Manual and meet the requirements found at seattle.gov/transportation/bikeracks.htm

☐ Are the proposed bike racks to be owned and maintained by the property owner?

☐ Yes ☐ No

☐ Bike racks are labeled as “Under Separate Permit” and the Annual Permit Number is provided