ACCESS PERMIT PRE-DESIGN CHECKLIST

☐ Introduction, Sign-in, Project Overview
  o CDOT – Inspection and Acceptance
  o Engineer of Record – Project Lead

☐ Roles and Responsibilities
  o Access Code
  o M.U.T.C.D.
  o AASHTO
  o AASHTO Roadside Design Guide
  o FHWA Roundabout Guide, if applicable
  o Right of Way Manual

☐ Design Standards
  o Permit terms and conditions
  o Signs within ROW must be approved by CDOT. On-premise signs require LA approval
  o Access construction shall not negatively impact other properties on SH ROW
  o Elevated features (sign, landscaping, etc.) shall not impair the required sight distance at any access
  o “Full compliance” temporary pavement marking is required each day of construction
  o TE and permission to trespass
  o All ADA requirements shall be met
  o Roundabout geometry

☐ Materials
  o Superpave mix required
  o Acceptable joint layout and detail required for concrete segments
  o Full-depth placement not allowed, compact materials in 6-inch lifts
  o Hot mix Asphalt (HMA) shall not be placed in lifts greater than 3 inches.
  o Expansion joints are required when abutting existing concrete or fixed structures. Expansion joint materials shall be 1/2” thick and extend the full depth of the contact surface.
  o CDOT may provide materials section or Permittee may submit a geotechnical engineering report (signed and sealed) for review. CDOT is not required to accept the report.

☐ Landscaping
  o Type of vegetation (native seed mix), irrigation system?
  o Need to separate landscaping permit?

☐ Vehicle Turning Movements

12/8/2011
• Turning movement restrictions
  • Type of vehicles- Use largest vehicle expected to use access
  • Show turning movements for ingress/egress, all movements. Template must work.

☐ Traffic Signals
  • Implement/Timing
  • Local notification process; must notify LA and CDOT Traffic Engineer 1 week prior to operation
  • Inspection process for EOR and CDOT. EOR must verify that electricians are ready for inspections.
  • EOR shall be available 1 month prior to signal activation to coordinate with CDOT signal time lines.
  • EOR shall provide weekly documentation and communication with CDOT 1 month prior to signal being activated.
  • 6-month flash prior to activation?

☐ Environmental
  • Key environmental impacts
  • Form 128 required with any ROW acquisition

☐ Erosion Control
  • CDPHE Stormwater Permit required when >1 acre disturbance
  • SWMP required for work in ROW, to be included in design plans

☐ Railroads (adjacent to, nearby, or crossing the access?)
  • Written permission to enter RR ROW
  • Railroad insurance
  • Railroad contact to coordinate construction
  • Has Permittee made contact with RR?

☐ Hydraulics
  • All adjacent or site runoff shall maintain historical drainage patterns entering the ROW. The drainage report shall pay particular attention to on-site flow areas that enter CDOT ROW.
  • EOR shall submit a drainage report per the Code

☐ Structures
  • Structural design requires Staff Bridge Review period ≈ 1 month
  • Engineer shall provide all documentation on design

☐ Right-of-Way (ROW) Acquisition secured prior to NTP issuance
  • Source
  • Permittee
  • Adjacent Property Owner
  • Type
  • Easement (Permanent vs. Temporary)
  • Dedication

☐ Project Timelines
  • Site construction/Access construction (timing)
- Complicated project phasing
- Construction schedule
- Overlap with other projects
- CDOT
- Local
- Permit (Access. SUP, utility?)

Utilities
- Extensive utility impacts/relocation (irrigation, water, storm/sanitary sewer)

Traffic Control Plan (TCP)
- Constraints on traffic control plan
- Speed reduction needed? Form 568
- Submit multiple plans sets for concurrent review
- Construction site shall meet ADA regulations during construction

Red Flag Items
- Local road access change due to multiple small uses. Does it change operations?
- Freeway location and public road (is interstate ROW affected?)
- EOR must survey striping or lay out striping for contractor
- Bonding requirements (CDOT may provide acceptable language)
- Is temporary construction access needed?
- Access cannot be used until highway construction is 100% constructed and accepted
- Design checklist questions

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