

Property Owner: _____

Development Name: _____

Highway/County or Municipality: _____

ACCESS PERMIT PRE-DESIGN CHECKLIST

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

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

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

- Materials
 - Superpave mix required
 - Acceptable joint layout and detail required for concrete segments
 - Full-depth placement not allowed, compact materials in 6-inch lifts
 - Hot mix Asphalt (HMA) shall not be placed in lifts greater than 3 inches.
 - 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.
 - 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
 - Type of vegetation (native seed mix), irrigation system?
 - Need to separate landscaping permit?

- Vehicle Turning Movements

- 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 \approx 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)

