



**Hennepin County**  
**Transportation Department**  
 Public Works Facility  
 1600 Prairie Drive  
 Medina, MN 55340-5421

## Checklist for Compliance with Hennepin County Complete Streets Policy

[Click here to enter County Road Number \(preface with CSAH or CR\)](#)

County Project #: [Click here to enter Project #.](#)      Project Manager: [Click here to enter Name.](#)  
 City: [Click here to enter City.](#)  
 Project Limits: [Click here to enter project limits description.](#)  
 Project Funding Type:     Federal Aid    State Aid    Local Funds    Other Describe other.  
 Design Phase:             Preliminary Design    Detail Design  
 Completed By:            [Click here to enter Name.](#)            Date Completed:            [Click here to enter a date.](#)

Existing Corridor Characteristics Review		
Average Daily Traffic (ADT):	<a href="#">Click here to enter ADT.</a>	Posted Speed: <a href="#">Select posted speed.</a>
Critical crash rate history within the project corridor?	Yes or No	If yes, describe locations and note crash rates.
Roadway Functional Class	<a href="#">Choose a functional class</a>	
Road Use Classification	<a href="#">Choose an item.</a>	<a href="#">Click here to add additional comments.</a>
Trip Generators: <input type="checkbox"/> School <input type="checkbox"/> Retail <input type="checkbox"/> Hospital <input type="checkbox"/> Fire station <input type="checkbox"/> Park <input type="checkbox"/> Church <input type="checkbox"/> Airport <input type="checkbox"/> Known Historic Site <input type="checkbox"/> Sports facility <input type="checkbox"/> Other Describe other.		
Existing corridor R/W width:	<a href="#">Click here to enter existing corridor R/W width or range of widths.</a>	
Typical Roadway Section/Lane Configuration:	<a href="#">Describe here (# lanes &amp; width, curb type, etc.)</a>	
Intersection Configurations:	<a href="#">Describe here (traffic signals, geometry, side street stops, turn lanes, etc.)</a>	
Side Street skewed <70° or existing sight distance issue	<a href="#">Identify the intersecting streets and specify the problematic leg.</a>	
Any roadway or pedestrian (underpass/overpass) bridges?	Yes or No	If yes, list type, location, number, and over/under roadways.
Any railroad crossings?	Yes or No   If yes, describe.	
Complete Streets Features: <input type="checkbox"/> Pedestrians List elements, i.e. sidewalk, trail, tunnel, etc. <input type="checkbox"/> Bicycles List elements, i.e. bike lanes, trails, bike boxes, etc. <input type="checkbox"/> Autos List elements, i.e. parking lanes, etc. <input type="checkbox"/> Trucks List elements, i.e. no lane encroachment, etc. <input type="checkbox"/> Buses List elements, i.e. bus stops, etc. <input type="checkbox"/> Light rail List elements, i.e. LRT stops, etc. <input type="checkbox"/> Other List other here.		
What is the average daily bicycle traffic?	<a href="#">Click here to enter bicycle traffic numbers and associated locations.</a>	
On City/County Bike Plan?	Yes or No	If yes, indicate which plans.



**Hennepin County**  
**Transportation Department**  
 Public Works Facility  
 1600 Prairie Drive  
 Medina, MN 55340-5421

House Moving Route?	Yes or No
Roadway Restrictions	<input type="checkbox"/> Reduced Speed Zone <input type="checkbox"/> Advisory Signage <input type="checkbox"/> Clearance Restriction <input type="checkbox"/> Weight Restriction <input type="checkbox"/> Other List other here.
Existing drainage problems or deficiencies?	List flooding/ponding and treatment/rate issues here.

### Proposed Corridor Characteristics Review

Average Daily Traffic (ADT) Forecasted Year:	Enter forecast year.	Enter ADT	Posted Speed: Select posted speed.	Design Speed: Select design speed.
Proposed Corridor R/W width:	Click here to enter proposed corridor R/W width or range of widths.			
Highway Easements Required?	Yes or No			
Typical Roadway Section/Lane Configuration:	Describe here (# lanes & width, curb type, etc.)			
Variances or Exceptions?	Yes or No	List and describe each variance/exception.		
Design Vehicle	<input type="checkbox"/> Passenger Car <input type="checkbox"/> Single-unit Truck <input type="checkbox"/> Bus List type. <input type="checkbox"/> WB-62 <input type="checkbox"/> Other List type.			
Traffic Lane Information	Through # of lanes Lane Width: feet Roadway Surface Material: Choose an item. <input type="checkbox"/> Left <input type="checkbox"/> Double left <input type="checkbox"/> Right <input type="checkbox"/> Double right <input type="checkbox"/> CTWLTL			
Shoulders?	Yes or No	Width: feet Shoulder Surface Material: Choose an item.		
Curb or Curb & Gutter?	Yes or No	Type: If yes, list type.		
Medians?	Yes or No	Minimum Width: feet Type: Choose an item.		
On Street Parking?	<input type="checkbox"/> Both sides <input type="checkbox"/> One side <input type="checkbox"/> None			Width: feet
Sidewalk/Trail Separation from Cars	Choose an item. If other, describe.			Width: feet
Streetscape/Landscape	List components, not including bike/bus features which are noted later.			
Any roadway or pedestrian (underpass/overpass) bridges?	Yes or No	Type: If yes, list type, location, number, and over/under roadways.		
Retaining Walls	Choose type.	<input type="checkbox"/> Fencing proposed <input type="checkbox"/> Building Permit Required		



**Hennepin County**  
**Transportation Department**  
 Public Works Facility  
 1600 Prairie Drive  
 Medina, MN 55340-5421

Safety Barrier/Guardrail	Yes or No	<input type="checkbox"/> With 4" curb <input type="checkbox"/> Crashworthy End Treatment(s) <input type="checkbox"/> Pedestrian Friendly End Treatment(s)	
Mailboxes	Yes or No		
Intersection Configurations:	Describe here (traffic signals, geometry, side street stops, turn lanes, etc.)		
Traffic Signals Proposed	Yes or No	List intersections.	
Traffic Signals Warranted	Yes or No	If yes, warrant information	<input type="checkbox"/> SJR <input type="checkbox"/> ICE Report
Traffic signal components included in design: <input type="checkbox"/> All pedestrian phase <input type="checkbox"/> Pedestrian actuated <input type="checkbox"/> Countdown timers <input type="checkbox"/> Accessible pedestrian signals <input type="checkbox"/> Bus preemption <input type="checkbox"/> Railroad preemption <input type="checkbox"/> Emergency Vehicle Preemption <input type="checkbox"/> Street lights <input type="checkbox"/> Interconnect <input type="checkbox"/> Video detection <input type="checkbox"/> Protected left turn <input type="checkbox"/> Permissive left turn with green globe <input type="checkbox"/> Permissive left turn with flashing yellow arrow			
Roundabouts Proposed?	Yes or No	List locations.	<input type="checkbox"/> ICE report
4-Way Stop Proposed?	Yes or No	List intersections.	
Intersection Components	<input type="checkbox"/> Crosswalks at all crossings <input type="checkbox"/> Crosswalks at some crossings <input type="checkbox"/> School crosswalks <input type="checkbox"/> Refuge islands <input type="checkbox"/> Pedestrian bump-outs <b>Crosswalk Type:</b> List crosswalk striping type(s)		
Side Street skewed <70° or sight distance issue	Identify the intersecting streets and specify the problematic leg.		
Complete Streets Features: <input type="checkbox"/> Pedestrians List elements, i.e. sidewalk, trail, tunnel, etc. <input type="checkbox"/> Bicycles List elements, i.e. bike lanes, trails, bike boxes, etc. <input type="checkbox"/> Autos List elements, i.e. parking lanes, etc. <input type="checkbox"/> Trucks List elements, i.e. no lane encroachment, etc. <input type="checkbox"/> Buses List elements, i.e. bus stops, etc. <input type="checkbox"/> Light rail List elements, i.e. LRT stops, etc. <input type="checkbox"/> Other List other here.			
Sidewalk	<input type="checkbox"/> Both sides <input type="checkbox"/> One side Location. <input type="checkbox"/> None		Width: feet
Sidewalks ADA Compliant?	Yes or No If no, explain why not.		
Street Lighting	<input type="checkbox"/> Street Level <input type="checkbox"/> Pedestrian Level <input type="checkbox"/> Combined <input type="checkbox"/> None		
Stairways Proposed	Yes or No	<input type="checkbox"/> Handrails Included <input type="checkbox"/> Building Permit Required	
On-Road Bike Lanes	<input type="checkbox"/> Both sides <input type="checkbox"/> One side Location. <input type="checkbox"/> None		Width: feet
	<input type="checkbox"/> Follows Right Turn Lane <input type="checkbox"/> Follows Thru Lane		
Off-Road Multi-Use Trail	<input type="checkbox"/> Both sides <input type="checkbox"/> One side Location. <input type="checkbox"/> None		Width: feet



**Hennepin County**  
**Transportation Department**  
 Public Works Facility  
 1600 Prairie Drive  
 Medina, MN 55340-5421

Trails ADA Compliant?	Yes or No If no, explain why not.	
Bike Amenities	<input type="checkbox"/> Bike lane/path signage <input type="checkbox"/> Bike racks <input type="checkbox"/> Bike lockers	
Bus Elements	<input type="checkbox"/> Diamond Lanes <input type="checkbox"/> Bus Bays <input type="checkbox"/> Far Side Stops <input type="checkbox"/> Near Side Stops <input type="checkbox"/> Bus stop benches <input type="checkbox"/> Shelters <input type="checkbox"/> ADA landing If not checked, explain why not.	
Light Rail Elements	Yes or No	If yes, describe stops, location, etc.

Proposed Drainage/Utilities Review		
Surface water impaired or special water within or adjacent to the project?	Yes or No	List water bodies here
Delineated wetlands impacted?	Yes or No	
Floodplain impacted?	Yes or No	
Drainage permits required (preliminary design)/obtained (detail design)? <input type="checkbox"/> MPCA NPDES <input type="checkbox"/> DNR <input type="checkbox"/> WCA <input type="checkbox"/> Army COE <input type="checkbox"/> WMA/WMO List agency.		
Stormwater treatment options used: <input type="checkbox"/> Wet basins <input type="checkbox"/> Infiltration <input type="checkbox"/> Filtration <input type="checkbox"/> Underground storage <input type="checkbox"/> Water quality structures <input type="checkbox"/> Sump structures <input type="checkbox"/> Rain gardens <input type="checkbox"/> Other List type.		
Storm sewer design <input type="checkbox"/> 10-yr storm for inlets <input type="checkbox"/> 25-yr storm for low pt.s <input type="checkbox"/> 50-yr storm for 2' sags <input type="checkbox"/> Castings out of ADA routes/ramps <input type="checkbox"/> Bike safe castings		
Culvert design <input type="checkbox"/> Risk assessment for 48"+ <input type="checkbox"/> Hydraulic analysis for streams <input type="checkbox"/> Trash guards for 24"+ <input type="checkbox"/> Safety aprons within clear zone		
Above ground utilities	<input type="checkbox"/> Communications <input type="checkbox"/> Power <input type="checkbox"/> Other List others here.	
Below ground utilities	<input type="checkbox"/> Public water <input type="checkbox"/> Public sanitary <input type="checkbox"/> Gas <input type="checkbox"/> Communications <input type="checkbox"/> Power <input type="checkbox"/> Other List others here.	



**Hennepin County**  
**Transportation Department**  
Public Works Facility  
1600 Prairie Drive  
Medina, MN 55340-5421

<b>Comparison Summary of Pedestrian/Bicycle Improvements</b>		
Miles of sidewalk	Existing: Number	Proposed: Number
Miles of trails or bike lanes	Existing: Number	Proposed: Number
Number of striped crosswalks	Existing: Number	Proposed: Number
Number of ADA compliant ramps (Note: Each crossing counts as 1 ramp; 2-way directional and diagonal ramps count as 2 ramps)	Existing: Number	Proposed: Number
Number of pedestrian bump-outs	Existing: Number	Proposed: Number
Number of signals with countdown timers	Existing: Number	Proposed: Number
Miles of pedestrian lighting	Existing: Number	Proposed: Number