

**STREETS PLAN AND PROJECT REVIEW APPLICATION  
RIGHT OF WAY UNIT**

Apr-2014  
Rev. Mar-2015

Date: - - 2015

| <b>PROJECT INFORMATION (PLEASE PRINT)</b>                                                                                                                           |        |                                                                                    |        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------------------------------------------------------------------------------------|--------|
| Project Title:                                                                                                                                                      |        | For Resubmissions:<br>ROW Unit Log No 20 -                                         |        |
| Address (include State Route Numbers):                                                                                                                              |        |                                                                                    |        |
| Additional Street Frontages (include State Route Numbers):                                                                                                          |        |                                                                                    |        |
| Development Type:                                                                                                                                                   |        |                                                                                    |        |
| Submission is for ONE of the following (with the review checklist number provided):                                                                                 |        |                                                                                    |        |
| <input type="checkbox"/> Zoning Permit (Checklist No. 1)                                                                                                            |        | <input type="checkbox"/> Building Permit (Checklist No. 1 or 2)                    |        |
| <input type="checkbox"/> Foundation Permit (Checklist No. 3)                                                                                                        |        | <input type="checkbox"/> Encroachment Legislation (Checklist No. 4)                |        |
| <input type="checkbox"/> Other:                                                                                                                                     |        | <input type="checkbox"/> Preliminary MPT/TTC or TIS (include 2 paper & 1 PDF copy) |        |
| <i>A separate application is required with each of the above requests, and with each resubmission.<br/>Each application must include ONE plan review checklist.</i> |        |                                                                                    |        |
| <b>OWNER INFORMATION (PLEASE PRINT)</b>                                                                                                                             |        |                                                                                    |        |
| First                                                                                                                                                               | Middle | Last                                                                               | Suffix |
| Address:                                                                                                                                                            |        |                                                                                    |        |
| Phone# ( ) -                                                                                                                                                        |        | Fax# ( ) -                                                                         |        |
| Company:                                                                                                                                                            |        | Email:                                                                             |        |
| <b>DEVELOPER INFORMATION (PLEASE PRINT)</b>                                                                                                                         |        |                                                                                    |        |
| First                                                                                                                                                               | Middle | Last                                                                               | Suffix |
| Address:                                                                                                                                                            |        |                                                                                    |        |
| Phone# ( ) -                                                                                                                                                        |        | Fax# ( ) -                                                                         |        |
| Company:                                                                                                                                                            |        | Email:                                                                             |        |
| <b>DESIGN PROFESSIONAL OF RECORD (PLEASE PRINT)</b>                                                                                                                 |        |                                                                                    |        |
| First                                                                                                                                                               | Middle | Last                                                                               | Suffix |
| Address:                                                                                                                                                            |        |                                                                                    |        |
| Phone# ( ) -                                                                                                                                                        |        | Fax# ( ) -                                                                         |        |
| Company:                                                                                                                                                            |        | Email:                                                                             |        |
| Relationship to Owner (Architect, Landscape Architect, Engineer):                                                                                                   |        |                                                                                    |        |
| Pennsylvania License Number:                                                                                                                                        |        | Have you worked previously in Philadelphia?: Y / N                                 |        |

For questions or additional information regarding plan submission requirements, please contact the Technical Services Counter Staff at (215) 686-5502.

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| <b>PROJECT QUESTIONNAIRE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| <i>Must be completed by the Design Professional of Record<br/>A questionnaire is required for ALL Zoning submissions, and the FIRST Building Permit submission</i>                                                                                                                                                                                                                                                                                                                                                 |       |
| <b>Project Coordination Component</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |       |
| <i>An answer of yes to any of the following will be subject to separate application(s), review coordination and approval.</i>                                                                                                                                                                                                                                                                                                                                                                                      |       |
| <b>Does the project include (or propose):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |       |
| - New, or changes to existing ADA-compliant corner curb ramps?                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Y / N |
| - New, or changes to existing, street lighting?                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Y / N |
| - New, or changes to existing, traffic signals (a Complete Streets trigger)?                                                                                                                                                                                                                                                                                                                                                                                                                                       | Y / N |
| - Bicycle racks, sidewalk cafes, newsstands, pedestrian plazas, or parklets?<br>List all that apply:                                                                                                                                                                                                                                                                                                                                                                                                               | Y / N |
| - Encroachments not permitted by §11-600 of the Philadelphia Code?                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Y / N |
| <b>Pavement Restoration Component</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |       |
| Have all fronting City streets been confirmed as legally open and on City Plan?                                                                                                                                                                                                                                                                                                                                                                                                                                    | Y / N |
| Are you requesting approval for any encroachment by ordinance of City Council?<br><i>(Encroachment Legislation is handled separately from other plan review tasks, however legislative approval of encroachments may be held as a prerequisite of any plan review approval necessary to obtain a building permit).</i>                                                                                                                                                                                             | Y / N |
| Is this application for a residential development involving six (6) or more units?                                                                                                                                                                                                                                                                                                                                                                                                                                 | Y / N |
| If yes, how many lots are being developed on the same street/block?<br><i>(The Right of Way Unit requires comprehensive site plans be developed for multi-lot developments on the same block (both sides of the same street, and between the same intersecting streets) within the two (2) years following any approvals given. The Right of Way Unit reserves the right to reject applications it considers to be partial submissions.</i>                                                                        |       |
| If yes, list the average number of utility connections in the cartway, per unit.                                                                                                                                                                                                                                                                                                                                                                                                                                   |       |
| List the total legal property frontage of all projects subject to development on the same City block and by the same owner. <i>(Both sides of the same street and between the same intersecting streets). Larger projects may list this information on a cover letter.</i>                                                                                                                                                                                                                                         |       |
| Do the proposed curb/sidewalk/roadway restoration limits comply with Streets Department standards (re: Standard Detail SC0101, PP0101, PP0102)?                                                                                                                                                                                                                                                                                                                                                                    | Y / N |
| Does this project disturb 40%+ of the cartway, within the project area?                                                                                                                                                                                                                                                                                                                                                                                                                                            | Y / N |
| Does this project involve the extension of a utility main, duct or conduit?                                                                                                                                                                                                                                                                                                                                                                                                                                        | Y / N |
| Is any portion of the street historical, or paved with historical materials?                                                                                                                                                                                                                                                                                                                                                                                                                                       | Y / N |
| <b>Pedestrian Safety &amp; Complete Streets Component</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |       |
| Does the project involve a corner property (one or more)?                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Y / N |
| Are you proposing any curb cut(s) greater than twenty four (24) feet wide?                                                                                                                                                                                                                                                                                                                                                                                                                                         | Y / N |
| Does the project meet the City's minimum walking zone requirements?                                                                                                                                                                                                                                                                                                                                                                                                                                                | Y / N |
| Have you been requested, or are you required, to submit a traffic impact study?<br><i>Answer yes for all sites expected to generate any of the following: 3,000 trips/day (1,500 vehicles/day), 100 trips/peak hour (entering), 100 trips/peak hour (exiting), 100 additional trips/peak hour (entering and exiting a redevelopment site), or as required by the Streets Department or other City agencies (applies to all city and state routes).</i>                                                             | Y / N |
| Does this project impact a signalized intersection?                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Y / N |
| Is this project subject to a Civic Design Review, as required by the Zoning Code?                                                                                                                                                                                                                                                                                                                                                                                                                                  | Y / N |
| Does this project require submission of a City Plan Action Request?                                                                                                                                                                                                                                                                                                                                                                                                                                                | Y / N |
| <b>Mandatory Affirmation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |       |
| <i>By affixing your signature and professional seal within this box, you are affirming, in accordance with the ethical canons of your profession, that the information provided on this application and supporting documentation are true. You further affirm you have advised your client of all Streets Department requirements and agree to resubmit revised plans to the Department of Streets, Right of Way Unit, in the event the nature or scope of work causes this information to no longer be valid.</i> |       |