

FORM
DS-355
May 2022

Spaces as Places Ministerial Streetary Review Checklist

This checklist provides guidance on preparing Streetary designs required to apply for permits and will be updated as needed.

Selecting "Yes" confirms that the design of the Streetary meets the requirement. A selection of "N/A" below means that this requirement is not applicable.

A. General Requirements

- | | Yes | N/A | |
|-----|--------------------------|--------------------------|--|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | The platform is flush with the sidewalk. |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary is located at minimum 20 feet away from the nearest intersection or street corner. |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary is located at minimum 10 feet away from an alley. |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary is located outside of any San Diego Metropolitan Transit System (MTS) stop. |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary is located outside an existing or proposed bicycle lane or bicycle facility. |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary provides a 5-foot wide entry for every 10 feet of the utilized curb line. |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary has a minimum setback of 2 feet between its outer edge and the adjacent street travel lanes. |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary has a minimum setback of 4 feet from any adjacent parking spaces. |
| 9. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary has a minimum clearance of 4 feet from the base of existing light poles. |
| 10. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary has a minimum clearance of 6 feet from the base of any street tree. |
| 11. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary has a minimum clearance of 5 feet from all storm drain inlets, cleanouts, utility access panels, maintenance hole covers, handholes, transformers, water meters or water valves. |
| 12. | <input type="checkbox"/> | <input type="checkbox"/> | The Streetary is located on a street with a posted maximum speed limit of 30 miles per hour. |

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B. Design Requirements

- | | Yes | N/A | |
|----|--------------------------|--------------------------|---|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | Bolting into the sidewalk pavement, street, or penetrating the road's surface shall not be permitted. |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | The length of the streetary shall not extend within five feet of a storm drain cleanout measured from the outside of the maintenance hole or within the curb inlet opening. |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | A streetary shall provide a setback of at least four feet from adjacent vehicle parking spaces. |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | The deck of the streetary platform shall be flush with the sidewalk. |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | The width of the streetary shall not extend within two feet of the edge of the street travel lane. |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | The streetary shall not impede the flow of curbside drainage. The applicant shall ensure that the drainage area between the curb and the platform remains clear of debris and that proper drainage always occurs. |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | An 8-inch by 6-inch minimum clear gutter space shall be provided along the entire length of the streetary adjacent to the curb.

The vertical clearance may not meet the 6-inch minimum. The intent is to ensure that the deck surface is even with the curb elevation. Site conditions may require alternative compliance, such as a ramp to accommodate curb site drainage. |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> | A 42-inch-high railing shall be placed at the edge of the Streetary to serve as a barrier from vehicular traffic. |
| 9. | <input type="checkbox"/> | <input type="checkbox"/> | Streetary lighting shall be solar- or battery-powered. Electrical lighting elements with wire crossing, at grade or overhead, the pedestrian walkway are not permitted. |

C. General Plan Requirements:

- | | Yes | N/A | |
|----|--------------------------|--------------------------|---|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | All Construction Plans shall be prepared using an Engineering or Architectural Scale. The scale shall be listed on sheets. |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | Construction Plans that are 11-inch by 17-inch shall be prepared using a minimum scale of one inch equals 10 feet with a maximum scale of one inch equals 40 feet. The recommended scale for profile or elevation views is one inch equaling a 6-foot vertical. Alternate scales within reason may be approved if the |

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plans remain legible or do not become voluminous. Use this template for [Construction Plan 11- by 17-inch](#).

- 3. OR Construction Plans 24-inch by 36-inch shall be prepared using a minimum scale of one inch equals 10 feet with a maximum scale of one inch equaling 40 feet. The recommended scale for profile or elevation views is one inch equaling a 6-foot vertical. Alternate scales within reason may be approved if the plans remain legible or do not become voluminous. Use this template for [Construction Plan 24- by 36-inch](#).
- 4. The scope of work shall be identified clearly on the plans as "Spaces as Places – Streetary."
- 5. The Standard Specifications shall be labeled as either "current" or "modified," as applicable.
- 6. The Standard Drawings shall be labeled as either "current" or "modified," as applicable
- 7. The Legend shall be shown on the Title Sheet and list all proposed/existing items with callouts of applicable [Standard Drawing](#) numbers, details referenced and symbols.
- 8. The Vicinity Map shall be shown on the Construction Plans in the allocated space on sheet 1. Reference [Information Bulletin 122](#) to view a sample of a vicinity map.
- 9. The Project Team and Owner shall be listed on the Title sheet.
- 10. The legal description and Assessor Parcel Number fronting property shall be listed on the Title sheet.
- 11. Discipline Codes shall be listed on the Title sheet.
- 12. The Sheet Index shall include the complete set of plans in the following order:
 - a. Title sheet
 - b. Site plan
 - c. Detail or Elevation sheets
 - d. Traffic Control plans
- 13. ***All work in the public right of way (ROW) requires a Traffic Control Permit (TCP).** Traffic control plans shall be submitted for review to install and remove

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Streetaries on roads with [Average Daily Traffic](#) greater than 5,000 vehicles per day as part of the ROW Permit application.

14. The barrier types shall be Category 2 or 3 devices per [section 601](#) of the 2021 City Supplement: "[The Whitebook](#)." The edge of the barrier or equivalent shall not extend within two feet of the edge of the street travel lane

For streets with speeds less than 30 mph continuous, water-filled k-rail, crowd control barrier, heavy planters/bench combination or equivalent shall be used.

For streets with speeds of 30 mph continuous, barrier water-filled k-rail or equivalent shall be used.

15. Street Classifications shall be identified on plans based on the [Community Plan](#).

16. Streetaries shall not be permitted along streets with speed limit more than 30 miles per hour.

17. All street signing, striping and crosswalks shall be identified on the plan.

Improvement Plan Requirements:

Yes N/A

1. The street name shall be identified on the plan.
2. Identify the curb to property line distance and sidewalk width on the plan.
3. Driveways, utility boxes, fire hydrants, trees, curb ramps, street signs, and any other existing private improvements in parkway or sidewalk areas shall be shown on the plans. Provide the separation distance from existing improvements edge to edge to the platform.
4. All designated bike lanes shall be identified on the plans, if applicable.
5. All the Americans with Disabilities Act-required clearances for the path of travel shall be identified on the plans.
6. All yellow-painted curbs shall be identified on the plan, if applicable.
7. All green-painted curbs shall be identified on the plan, if applicable.
8. All motorcycle parking-painted curbs shall be identified on the plan, if applicable.
9. The outer edges of the Streetary shall be located at a minimum of 20-feet from all intersections or street corners.

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10. If applicable, all parking meters to remain or to be removed shall be identified on the plan.

D. Accessible Path of Travel

- | | Yes | N/A | |
|----|--------------------------|--------------------------|---|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | An accessible path of travel shall connect the sidewalk to the accessible entry, deck surface, wheelchair turning space, and wheelchair resting space. |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | The accessible path of travel shall be free of obstruction and protruding objects. |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | The accessible path of travel shall be a minimum of 60 inches wide on the sidewalk and shall not pass over tree wells. |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | The portion of the Streetary deck connected by the accessible path of travel to the wheelchair turning space and wheelchair resting space shall be level. |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | The accessible deck surface maximum cross slope (perpendicular to the sidewalk or curb) and the maximum running slope (parallel to the curb) shall not exceed 2%. |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | A clear area of 60 inches in diameter located entirely within the Streetary shall be provided for wheelchair turning with a maximum overlap of 12 inches on the curb and sidewalk. |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | A clear floor area of 36 inches by 48 inches shall be provided for wheelchair resting space with a maximum overlap of 24 inches with the wheelchair turning space in any orientation. |

E. Encroachment Maintenance and Removal Agreement (EMRA)

- | | Yes | N/A | |
|----|--------------------------|--------------------------|--|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | The EMRA language shall be current or modified in accordance with Information Bulletin 576 . |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | An 8-inch by 12-inch sized exhibit shall be provided. The exhibit shall be prepared in accordance with Information Bulletin 576 . See section III, item C, "Encroachment exhibit," for details. Review the Streetary Encroachment exhibit sample . |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | The record property owner shall sign and notarize the EMRA. |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | The record owner or permit holder, as applicable, shall maintain a policy of \$1 million liability insurance, satisfactory to the City Engineer, to protect the City from any potential claims which may arise from the encroachment. |

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5. The record owner or permit holder shall provide the insurance certificate and insurance endorsement prior to permit issuance.

F. Coordination:

Yes N/A

1. A note shall be added to the plan for [conflict checks in Project Finder](#) for active projects and moratorium determination.
2. A note shall be included in the plan for coordination with City Project Manager for conflicts with moratoriums.
3. A note shall be added to the plan for potential conflicts with the associated [Business Improvement Districts \(BID\)](#).
4. A note shall be added to the plan for conflicts with the Special Events and Filming Department. To check for potential conflicts, email specialevents@sandiego.gov.

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