

Standard	Question Number	Screening Question	Response			Instructions	Applicable CSODS Section Quick Reference: Highlight if Instructions Note that Section Will Apply
General Applicability	1	Is the project a new construction requiring plan check or a public transit project?	Yes	No		If yes, proceed to next question. If no, CSODS will not be required.	
	2	Does the project have or will require a direct access point, such as a driveway, pedestrian, or bicycle path connecting to the City's public right-of-way? (sidewalks, streets, alleys, bicycle lane, etc.)	Yes	No		If yes, proceed to next question. If no, CSODS will not be required.	
	3	List any street abutting the boundary of the development project and any new public or private streets accessible to the public that are constructed as part of the project.				Note all listed streets as Affected Streets for the purposes of these CSODS.	
	4	Using pages 6-8, determine if any Affected Street is classified as a Pedestrian Priority Street, a Bicyclist Priority Street, or an Equestrian Priority Street. Select all that apply.	Pedestrian Priority	Bicyclist Priority	Equestrian Priority	Note applicable Priority Street classifications for checklist completion.	
	5	Using Exhibit M-2 Roadway Circulation Diagram (page 9), determine the Street Classification of all Affected Streets.				Note applicable Street Classifications for checklist completion.	
	6	Using Exhibit LU-1 Land Use Diagram (page 10), determine the project site's General Plan Land Use Designation.				Note applicable Land Use Designation for checklist completion.	
Section 2. General Roadway Improvements							
Standard	Question Number	Screening Question	Response			Instructions	Applicable CSODS Section Quick Reference: Highlight if Instructions Note that Section Will Apply
2.1. Street Classification and Dedication Requirement Standards	7	Is the project located on an Affected Street where the "Minimum Width Right-of-Way" is less than the required dimensions defined in Table 2-1 Street Classification and Minimum Right-of-Way Width Standards?	Yes	No		If yes, proceed to next question. If no, proceed to question 10.	
	8	Does the project abut only one side of the street?	Yes	No		If yes, use Table 2-1 to determine appropriate street width and possible sidewalk width dedications needed to achieve required Min. Width ROW. If no, proceed to next question.	Section 2.1; Use Table 2-1
	9	Does the project abut both sides of the street? (i.e., projects located on two separate blocks separated by a street)	Yes	No		If yes, use Table 2-1 to determine appropriate street width and possible sidewalk width dedications needed to achieve required Min. Width ROW. If no, proceed to next question.	Section 2.1; Use Table 2-1
2.2. Sidewalk Width	10	Is the project on a Bicyclist Priority Street with an existing Class II or Class IV bike lane, or is the project on a Bicyclist Priority Street segment of Glenoaks Blvd or First St?	Yes	No		If yes, answer questions 10a and 10b, then skip to question 22a. If no, proceed to question 10a.	
	10a	Is the project located on an Equestrian Priority Street?	Yes	No		If yes, answer question 10c, then skip to question 25. If no, proceed to question 11.	
	10b	If the answer to 10 is "yes," is the project residential with four or fewer dwelling units?	Yes	No		If yes, project shall provide a 2-foot dedication along Bicycle Priority frontage in addition to required sidewalk widths in Table 2-2. Proceed to question 11. If no, skip to question 22a.	Section 4.2.1; Use Table 2-2 and add 2-foot dedication

Standards	10c	If the answer to 10a is "yes," is the project on a street segment listed in Section 5.1?	Yes	No		If yes, skip to question 25. If no, proceed to question 11	Section 5.1
	11	Is the project located on an Affected Street where the sidewalk widths and functional zones along the entirety of the project's frontage(s) meet the dimensions defined in Table 2-2 Sidewalk Zone Dimensions by Sidewalk Width and Land Use Designation?	Yes	No		If yes, proceed to question 12. If no, use Table 2-2 and answer from question 6 to determine required sidewalk functional zone widths along project frontage(s).	Section 2.2; Use Table 2-2
	11a	Does the project have existing trees along its frontage(s) that do not conform to the Furnishing Zone widths identified in Table 2-2?	Yes	No		If yes, trees shall remain in place and be allowed to encroach into other sidewalk zones, unless otherwise directed by the Public Works Director.	
2.3. Street and Sidewalk Restoration Requirement Standards	12	Will the project require any trenching in the Affected Street and/or sidewalks?	Yes	No		If yes, Section 2.3 shall apply. If the street is designated as an Equestrian Priority Street, Section 5.2 shall also apply. If no, proceed to next question.	Section 2.3; Section 5.2 for Equestrian Priority Street
If the project is residential with four or fewer dwelling units, stop here. Otherwise, proceed to next question.							
Section 3. Pedestrian Improvements							
Standard	Question Number	Screening Question	Response			Instructions	Applicable CSODS Section Quick Reference: Highlight if Instructions Note that Section Will Apply
3.1-3.3. Curb Standards	13	Is the project located on corner lot or reverse corner lot?	Yes	No		If yes, Sections 3.1 and 3.2 shall apply. The project shall reconstruct the curb return with directional curb ramps. Use Tables 3-1 through 3-4 to determine applicable curb radii. If no, skip to question 15.	Section 3.1; Section 3.2; Use Tables 3-1 through 3-4
	14	Is the project located on a Pedestrian Priority Street?	Yes	No		If yes, Section 3.3 shall apply. The project shall construct curb extensions according to the listed criteria. If no, proceed to next question.	Section 3.3
3.4. Traffic Control Devices	15	Does the project abut an intersection?	Yes	No		If yes, proceed to next question. If no, skip to question 18.	
	16	Is the abutting intersection marked with a pedestrian crosswalk?	Yes	No		If yes, Section 3.4.1 shall apply. The project shall upgrade any existing pedestrian crosswalk to a high-visibility crosswalk. If no, proceed to next question.	Section 3.4.1
	17	Does the project contain 25 or more housing units or 25,000 square feet or more of commercial, retail, or office square footage? AND/OR Does the project abut an unsignalized intersection where either of the Affected Streets is classified as a Major or Secondary Arterial?	Yes	No		If yes, the project shall complete and provide an engineering study that includes a Traffic Control Signal Needs Study under CA MUTCD Chapter 4C to determine whether any traffic control specified under Sections 3.4.2, 3.4.3, or 3.4.4 shall apply.	Section 3.4.2, 3.4.3, or 3.4.4 (use study findings to determine applicable section); Section 3.2 if midblock
	18	Does the project require any improvements under CSODS, such as curb return reconstructions, that could require moving or otherwise modifying an existing traffic signal?	Yes	No		If yes, and CSODS improvements are determined to require signal modification, project shall modify existing signals. If no, skip to question 20.	Section 3.4.3

	19	Does the project require any new or modified traffic signals?	Yes	No		If yes, the project is required to install Accessible Pedestrian Signals (APS) at all new or modified signals. If no, proceed to next question.	Section 3.4.3
Section 4. Bicyclist Improvements							
Standard	Question Number	Screening Question	Response			Instructions	Applicable CSODS Section Quick Reference: Highlight if Instructions Note that Section Will Apply
4.1 Bicycle Parking Standards	20	Is the project single-family residential or condominium units with individual garages?	Yes	No		If yes, no bicycle parking is required; skip to question 22. If no, bicycle parking rates shall apply according to the requirements in Section 4.1.1 and installed according to the requirements in Sections 4.1.2 and 4.1.3	Section 4.1.1; Section 4.1.2; Section 4.1.3
	21	Does the project plan to provide the required bicycle parking spaces on site or in the adjacent public right-of-way?	On site	Public right-of-way		If on site, bicycle parking shall meet the requirements listed under "On Private Property" in Section 4.1.3. If in public right-of-way, bicycle parking shall meet the requirements listed under "Public Right-of-Way" in Section 4.1.3 and obtain an encroachment permit issued by the City.	Section 4.1.3
4.2 Bikeway Objective Development Standards	22	Is the project on a Bicyclist Priority Street with an existing Class II or Class IV bike lane, or is the project on a a Bicyclist Priority Street segment of Glenoaks Blvd or First St?	Yes	No		If yes, proceed to next question. If no, skip to question 24.	
	22a	Is the project located on an Equestrian Priority Street?	Yes	No		If yes, skip to question 25. If no, proceed to question 23.	
	23	Does the project's property frontage: (Select one)					
		Occupy 75% or more of the block face it is located on?	Yes			Section 4.2.2, Improvement 1 shall apply along the entire length of the block face the project is located on. Refer to Tables 4-2, 4-3, and 4-4 for sidewalk dimensions and facility standards.	Section 4.2.2; Use Tables 4-2, 4-3, and 4-4
		Occupy 75% or more of two separate block faces it is located on?	Yes			Section 4.2.2, Improvement 1 shall apply along the entire length of the block faces the project is located on, and the project shall connect the bikeway facilities through any intersections separating the property frontages. Refer to Tables 4-2, 4-3, and 4-4 and Figure 4-4 for sidewalk dimensions and facility standards.	Section 4.2.2; Use Figure 4-4 and Tables 4-2, 4-3, and 4-4
	Occupy more than 50% but less than 75% of the block face it is located on?	Yes			Section 4.2.2, Improvement 1 shall apply along the project's frontage, and Section 4.2.2, Improvement 2 shall apply along the remainder of the block face the project is located on. Refer to Tables 4-2, 4-3, and 4-4 for sidewalk dimensions and facility standards.	Section 4.2.2; Use Tables 4-2, 4-3, and 4-4	

		Occupy less than 50% of the block face it is located on?	Yes			Section 4.2.2, Improvement 3 shall apply along the entire length of the property frontage. Refer to Tables 4-2, 4-3, and 4-4 for sidewalk dimensions and facility standards.	Section 4.2.2; Use Tables 4-2, 4-3, and 4-4
	23a	Has the project answered questions 11-19 on this checklist?	Yes	No		If no, return to question 11. If yes, continue with checklist.	
Section 5. Equestrian Improvements							
Standard	Question Number	Screening Question	Response			Instructions	Applicable CSODS Section Quick Reference: Highlight if Instructions Note that Section Will Apply
	24	Is the project on an Equestrian Priority Street?	Yes	No		If yes, proceed to next question. If no, stop here.	
5.1 Horses Off-Street	25	Is the project on a street segment listed in Section 5.1?	Yes	No		If yes, proceed to next question. If no, and project has not answered question 11, return to question 11. Otherwise, skip to question 28.	
	26	Is the property frontage more than 100 feet or abutting a parcel that is already improved with a bridle path?	Yes	No		If yes, the improvements listed in Section 5.1 shall apply, using the sidewalk dimensions listed in Table 5-1. If no, the project shall provide a dedication using the sidewalk dimensions listed in Table 5-1.	Section 5.1; Use Table 5-1
	27	Is the project also on a street identified as a Bicyclist Priority Street in the City's Complete Streets Plan?	Yes	No		If yes, the Curb Zone dimensions in Table 4-4 shall apply in lieu of the Curb Zone dimensions in Table 5-1, subject to direction of the Community Development Director.	Section 5.1; Use Table 4-4
5.2 Horses In-Street	28	Is the project in a land use designation identified in Table 5-1?	Yes	No		If yes, skip to question 30. If no, proceed to next question.	
	29	Is the project subject to a Street Restoration requirement in Section 2.3?	Yes	No		If yes, the project shall restore the Affected Street with asphalt with chip seal to improve skid-resistance for horses. If no, proceed to next question.	Section 5.2
5.3 Equestrian Crossings Standards	30	Is the project located on a corner lot or reverse corner lot abutting a signalized intersection, or is the project required to install a traffic signal or other pedestrian-actuated traffic control device per Section 3.4?	Yes	No		If yes, the project shall install an equestrian push button subject to the requirements of Section 5.3.	Section 5.3
Summary							
List all highlighted sections from the "Quick Reference" column above. Triggered standards shall be referenced in submitted plan sets. In the box next to each listed applicable section, list the corresponding page(s) from the submitted plan set where the improvement is addressed.							
CSODS Section to Apply	Plan Set Page(s) Showing Improvement					Additional Comments	

This checklist is only meant to confirm general compliance with Complete Streets standards and expedite the planning application process. All referenced standards may specify additional detailed or context-dependent conditions. All standards are subject to departmental review for applicability and feasibility.

Complete Our Streets Plan Figure 4-1. Pedestrian Priority Locations

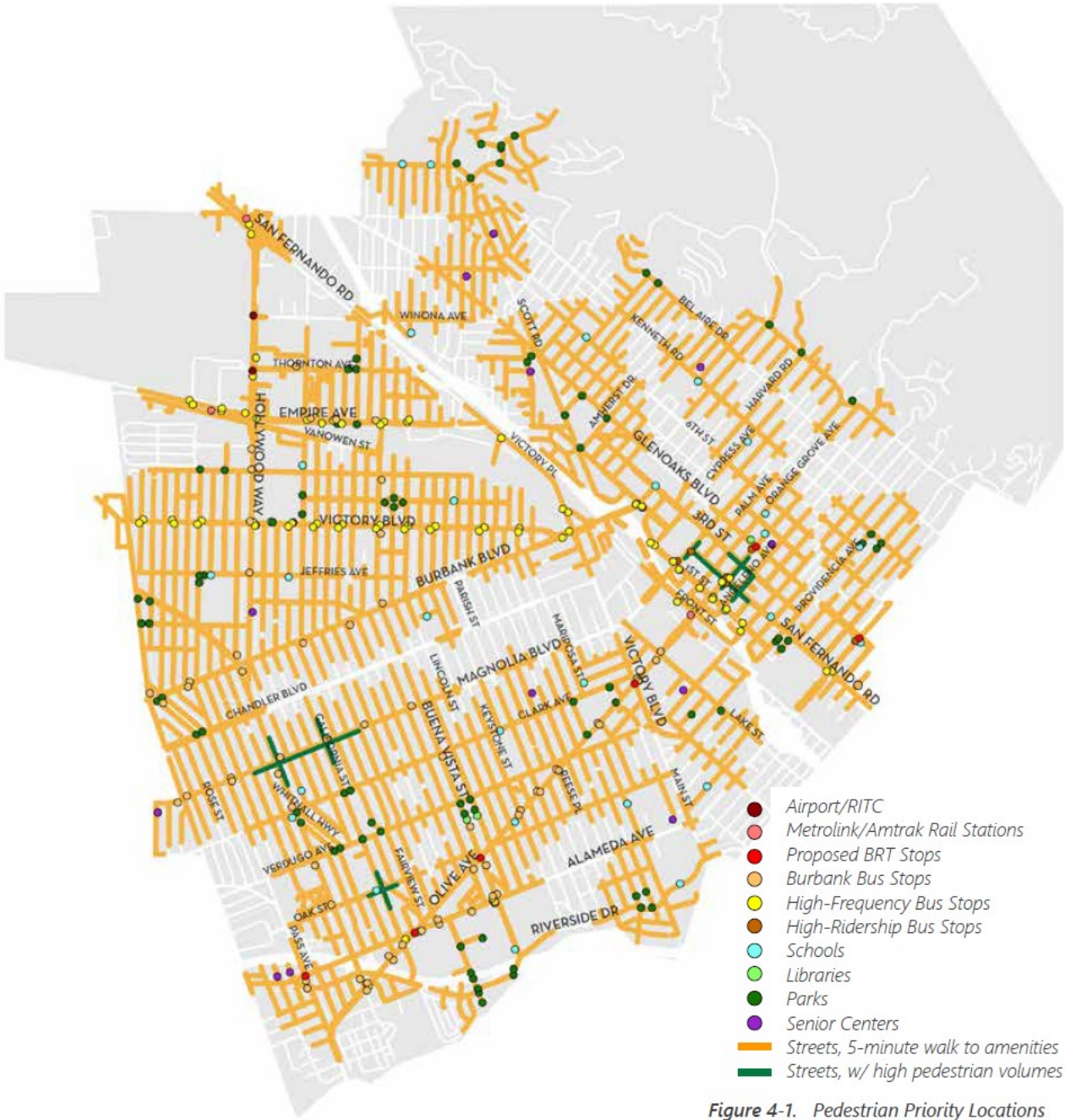


Figure 4-1. Pedestrian Priority Locations

Complete Our Streets Plan Figure 4-3. Bicyclist Priority Locations

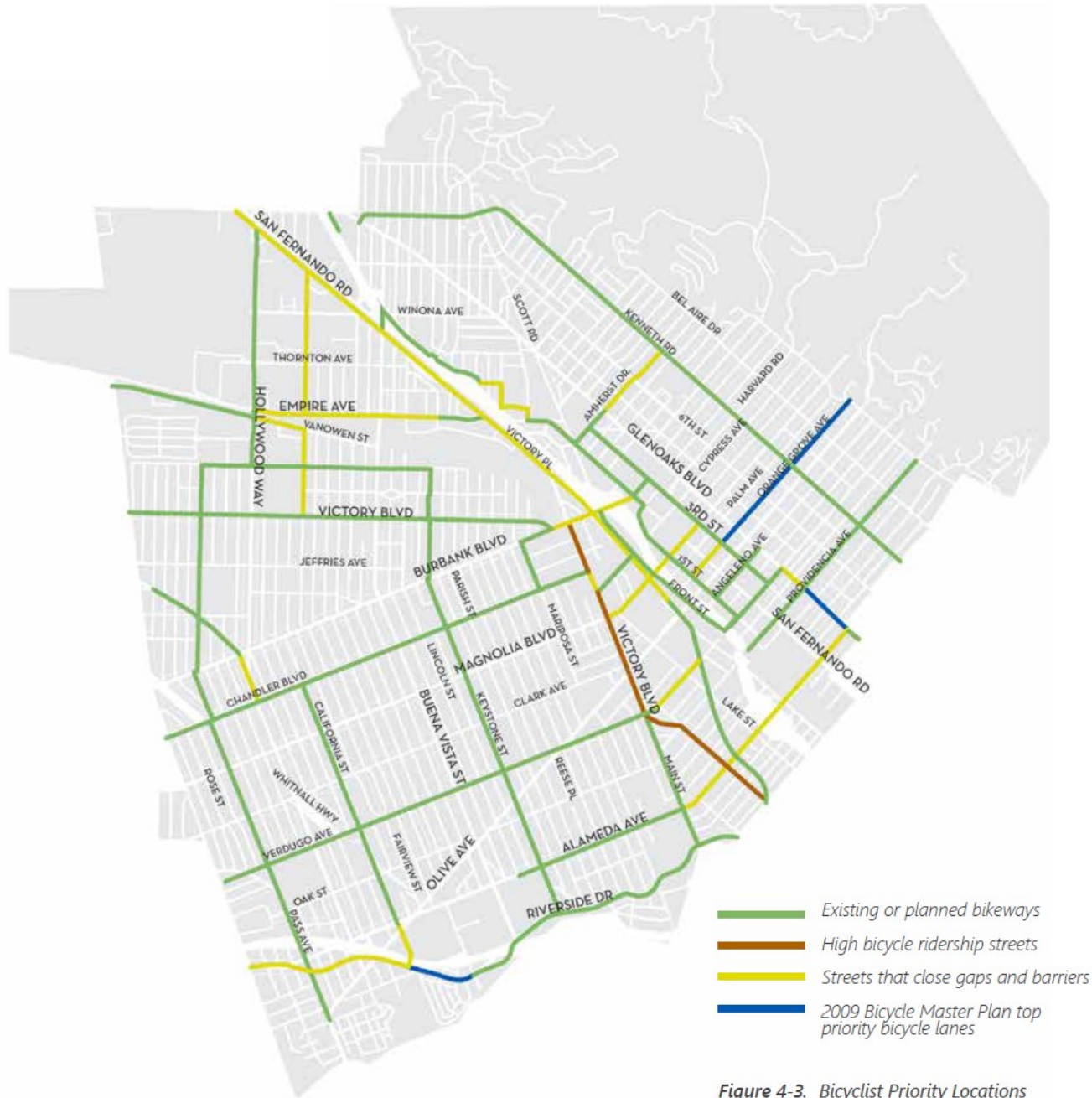


Figure 4-3. Bicyclist Priority Locations

Complete Our Streets Plan Figure 10-1. Equestrian Priority Locations

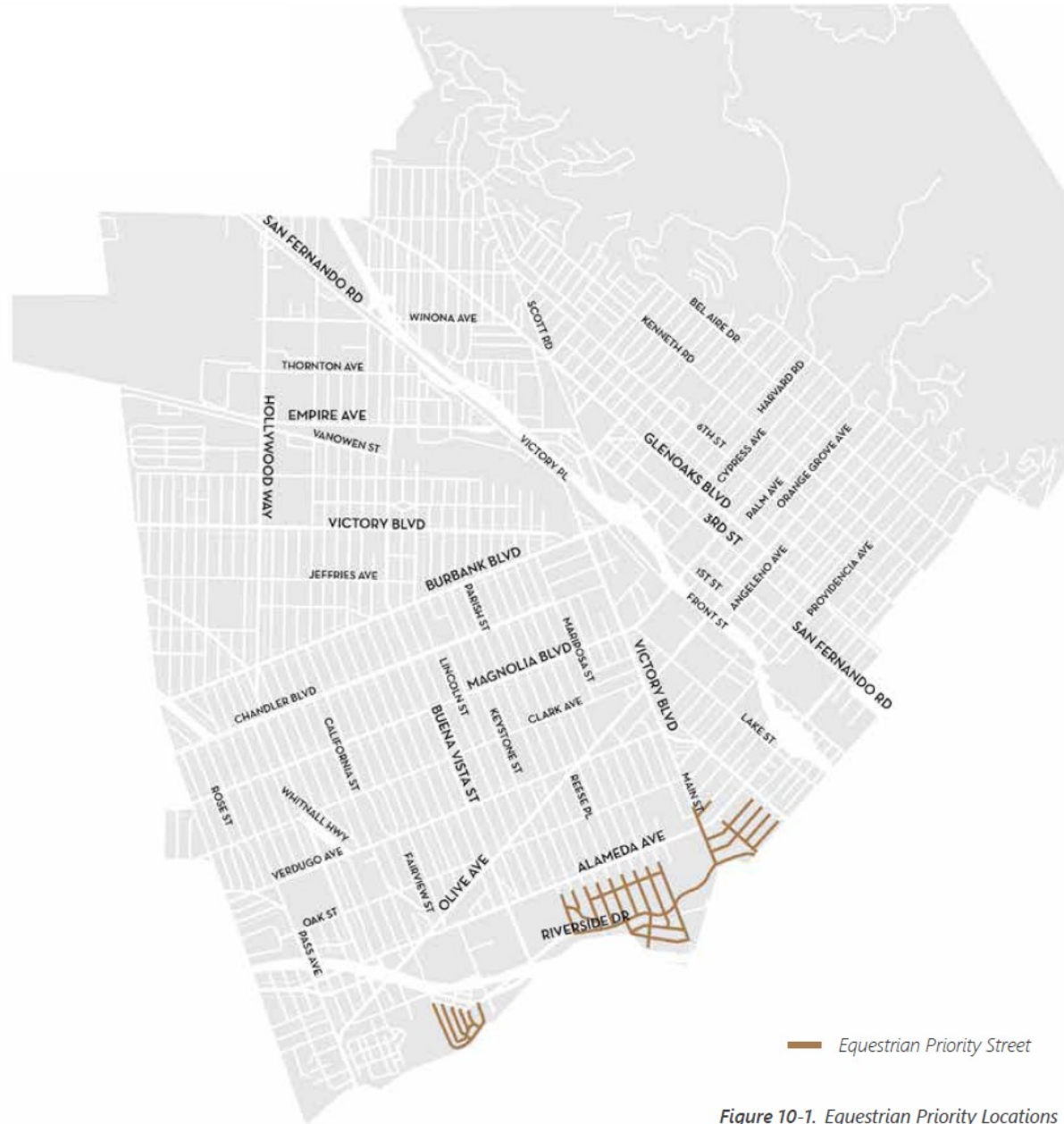
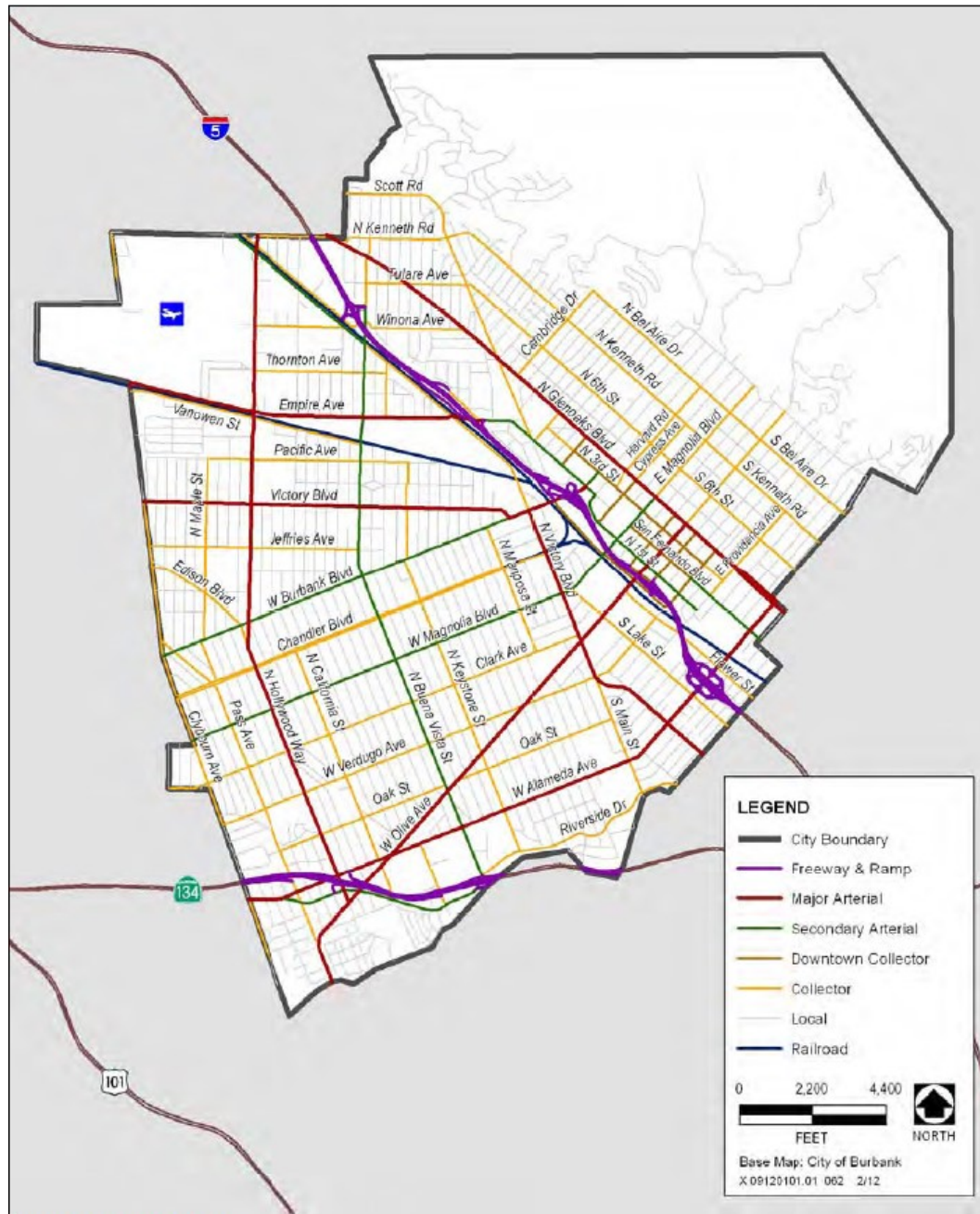


Figure 10-1. Equestrian Priority Locations

Burbank2035 General Plan Exhibit M-2: Roadway Circulation Diagram



Source: City of Burbank 2010

Burbank2035 General Plan Exhibit LU-1: Land Use Diagram

