



C. Site Plan Review Access Management Checklist

The Site Plan Review Access Management Checklist (AM Checklist) is intended to be used to evaluate vehicular and pedestrian access during the site plan review process for all projects under review in the study area municipalities. Each question should be answered to determine whether the proposed project includes the necessary level of on-site access management. The practice of completing the AM Checklist will ensure that all aspects of pedestrian and vehicle access to a site will be considered. Continued use of the AM Checklist will also prioritize access management throughout the municipalities

while providing consistent reminders about the general and specific recommendations within the NY5 Access Management Plan. These consistent reminders will help with the implementation of the access management recommendations for the 10 opportunity sites and the corridor in general.

Site Plan Review Access Management Checklist

Topic	Question		Review Stage			Answer		
			Concept	Site Plan	Design	Yes	No	NA
Vehicle Access	V.1	Is there an opportunity to reduce the number of site driveways?	✓	✓				
	V.2	Can the proposed site provide a cross access connection to an abutting parcel?	✓	✓				
	V.3	Can the proposed site accommodate joint or shared access with an adjacent parcel?	✓	✓				
	V.4	Can the site be designed to provide an opportunity to allow joint access in the future?	✓	✓				
	V.5	Can the proposed project include a cross-access easement for future shared access or cross access?	✓	✓	✓			
	V.6	Can you achieve access from this parcel to an adjacent traffic signal?	✓	✓				
	V.7	Is the site driveway located within the influence area of an adjacent intersection?	✓	✓	✓			
	V.8	Are turning or access restrictions desirable for a proposed driveway located within the influence zone of an adjacent intersection?	✓	✓	✓			
	V.9	Is the site driveway located directly across from an existing driveway or at a location allowing for future shared use?	✓	✓	✓			
	V.10	Does the site plan show the property lines for properties to the rear, both sides, and across the street?	✓	✓	✓			
	V.11	Does the proposed project connect with the surrounding street system?	✓	✓	✓			
Pedestrian and Transit Accommodations	P.1	Does the site plan include a sidewalk connecting to adjacent properties, the adjacent roadway network, and ending at a logical terminus?	✓	✓	✓			
	P.2	Do sidewalks extend across the driveway opening?	✓	✓	✓			
	P.3	Is there an adequate pedestrian connection to a transit stop on both sides of the roadway?	✓	✓	✓			
	P.4	Is there an internal pedestrian connection to connect the building with the parking area?	✓	✓	✓			
	P.5	Are building entrances located and designed to be obvious and easily accessible to pedestrians?	✓	✓	✓			
	P.6	If there are multiple buildings on the parcel, is there an adequate pedestrian connection between the buildings?	✓	✓	✓			
	P.7	Are pedestrian accommodations sited along logical pedestrian routes?	✓	✓	✓			
	P.8	Does the site include pedestrian lighting where appropriate?		✓	✓			

Topic	Question		Review Stage			Answer		
			Concept	Site Plan	Design	Yes	No	NA
	P.9	Will snow storage disrupt pedestrian access or visibility?		✓	✓			
	P.10	Is the path clear from both temporary and permanent obstructions?		✓	✓			
	P.11	Are measures needed to direct pedestrians to safe crossing points and pedestrian access ways?		✓	✓			
	P.12	Are there any conflicts between bicycles and pedestrians?		✓	✓			
	P.13	Are pedestrian travel zones clearly delineated from other modes of traffic through the use of striping, colored and/or textured pavement, signing, and other methods?		✓	✓			
General Information and Agency Coordination	G.1	Has NYSDOT been identified as an interested or involved agency? If so, has NYSDOT been contacted?	✓	✓	✓			
	G.2	Has CDTA been identified as an interested or involved agency? If so, has CDTA been contacted?	✓	✓	✓			
	G.3	Has the County been identified as an interested or involved agency? If so, has the County been contacted?	✓	✓	✓			
	G.4	Has the Highway Work Permit application process been started?	✓	✓	✓			
	G.5	Is this one of the 10 opportunity sites noted in the Route 5 Access Management Guidelines?			✓			