North Shore Council of Mayors

Surface Transportation Program (STP) Project Application

**Application Instructions**

1. Before submitting a project application, the applicant must contact the Planning Liaison to discuss the proposed project. It is highly encouraged for project sponsors to also meet with IDOT Bureau of Local Roads staff to discuss project scoping.
2. Certain sections of the application may not apply to the applicant’s project. If this is the case, please leave these sections blank.
3. Project applications and the necessary exhibits should be submitted to [blarson@nwmc-cog.org](mailto:blarson@nwmc-cog.org). Hard copies are discouraged.
4. The deadline to submit project applications is December 29.

**General Information**

1. Name of Municipality/Lead Agency: Click or tap here to enter text.
2. Contact Person: Click or tap here to enter text.
3. Contact Phone: Click or tap here to enter text.
4. Contact Email: Click or tap here to enter text.
5. Project Title: Click or tap here to enter text.
6. Project limits: Click or tap here to enter text.
   1. First reference point/street: Click or tap here to enter text.
   2. Second reference point/street: Click or tap here to enter text.

**Existing and Proposed Condition**

1. Describe the existing condition:

Click or tap here to enter text.

1. Describe the proposed improvements:

Click or tap here to enter text.

1. What are the work types? (see guide attached)

Click or tap here to enter text.

**Scope of Project**

1. Please enter the scope of work for the project:

Click or tap here to enter text.

**Safety**

1. Is there a safety issue at this location that will be addressed by the proposed project? Choose an item.
2. If yes, please check all safety improvements expected to be included in the project on the attached Safety Sheet. If improvement is not listed, please describe it below:

Click or tap here to enter text.

**Congestion Mitigation** *(If project does not address congestion mitigation, leave this section blank)*

1. Does the project improve the level of service (LOS)? Choose an item.
2. If yes, please select the current LOS category and the degree of improvement. Attach LOS analysis as evidence of improvement:
   1. Pre-implementation LOS: Choose an item.
   2. LOS Improvement: Choose an item.

**Project Readiness**

1. Has Phase I Engineering been initiated with IDOT? Choose an item.
2. Has a Phase I Project Development Report been submitted to IDOT? Choose an item.
3. Has the project received Design Approval from IDOT? Choose an item.

**Local Needs**

1. Has the lead municipality/project sponsor had an STP-funded project within the last 10 years? Choose an item.
2. Has the lead municipality/project sponsor had an STP-funded project within the last 5 years? Choose an item.
3. Is the project included within a local, subregional, or regional plan? If yes, please provide a link to the plan, and/or include the relevant plan excerpt with your application.

No Link to plan (if applicable): Click or tap here to enter text.

**Complete Streets/Multimodal**

1. Describe any transit or transit access improvements:

Click or tap here to enter text.

1. Describe any pedestrian or pedestrian network improvements, including ADA improvements if applicable:

Click or tap here to enter text.

1. Describe any bicycle or bicycle network improvements:

Click or tap here to enter text.

**Green Infrastructure**

1. Does the project incorporate bioretention, bioswale, street trees, permeable pavement, or native plants? Choose an item.
2. Does the project incorporate another green infrastructure element? Choose an item.

If yes, please explain:

Click or tap here to enter text.

**Transit Supportive Land Use\***

1. Has a project adjacent zoning district eliminated parking minimums? Choose an item.
2. Does a project adjacent zoning district have parking maximums? Choose an item.
3. Does a project adjacent zoning district allow for greater than 16 dwelling units/acre? Choose an item.
4. Does a project adjacent zoning district allow for shared parking? Choose an item.
5. Does project adjacent zoning district require parking behind, to the side, or underneath buildings? Choose an item.
6. Does project adjacent zoning district allow for between 6 and 16 dwelling units/acre? Choose an item.

\*If applicable, please attach relevant zoning code/map that demonstrates eligibility for these criteria

**Project cost estimate**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Federal | | Local | | | Total |
|  | STP | Other (ITEP, CMAQ, Etc.) | Municipal | State | County |  |
| Phase I Engineering (only for  CMAQ/TAP projects) | N/A | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Phase II Engineering | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Right-Of-Way Acquisition | N/A | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Phase III Engineering | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Construction | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

**Please note:** The North Shore Council of Mayors limits the funding a single project can receive to $5 million.

**Project Schedule** *(list date)*

|  |  |
| --- | --- |
| **Activity** | **Estimated Date** |
| 1. Initial Phase I Engineering Kick-off Meeting: | Click or tap to enter a date. |
| 1. Submit draft Phase I Engineering Report (PDR) to IDOT (3-6 month review period) | Click or tap to enter a date. |
| 1. Submit Final PDR: (BLR 19100 without report) | Click or tap to enter a date. |
| 1. Submit Draft Local Agency Agreement (BLR 5310) for Phase II Engineering: | Click or tap to enter a date. |
| 1. Phase I Engineering Design Approval: | Click or tap to enter a date. |
| 1. Execute Local Agency Agreement (BLR 5310) for Phase II Engineering: | Click or tap to enter a date. |
| 1. Submit of Pre-Final Plans w/ Estimates to IDOT (1-4 month review period) | Click or tap to enter a date. |
| 1. Submit Draft Local Agency Agreement (BLR 5310) for Construction and Phase III Engineering Agreement: | Click or tap to enter a date. |
| 1. Submit final Plans, Spec. & Estimates (PS&E): | Click or tap to enter a date. |
| 1. Execute Local Agency Agreement (BLR 5310) for Construction and Phase III Engineering Agreement: | Click or tap to enter a date. |
| 1. Right-of-Way Certification (if applicable): | Click or tap to enter a date. |
| 1. Target Letting: | Click or tap to enter a date. |

**Required Documents**

1. Please submit the following with this application
   1. Map showing location of project within the region
   2. Map showing location of project within municipality
   3. Existing typical section
   4. Proposed typical section
   5. Completed Safety Sheet, if applicable
   6. Evidence of level of service (LOS) improvement, if applicable
   7. Evidence of eligibility for transit supportive land use criteria
   8. Local, regional or state plans that include project (excerpt from plan is acceptable)

STP Safety Sheet

|  |  |  |  |
| --- | --- | --- | --- |
| **Facility** | | **Check all that apply:** | **Countermeasure** |
| **Intersection** | **Signal/Stop Control** |  | Convert stop/yield control to signal |
|  | Convert pedestal to mast arm |
|  | Convert span wire to mast arm |
|  | Improve signal visibility |
|  | Install pedestrian countdown timer |
|  | Install adaptive signal control |
|  | Add protected phase to left turn |
|  | Increase all red clearance interval |
|  | Provide flashing beacons at stop controlled intersections |
|  |  |
| **Turn Lanes** |  | New turn lane (none present) |
|  | Add turn lane (to existing) |
|  | Extend turn lane |
|  | Positive left turn lane offset |
|  |  |
| **General** |  | Remove minor approach left turns (use right turn and downstream U-turn) |
|  | Convert signal to roundabout |
|  | Convert stop/yield control to roundabout |
|  | Improve intersection lighting |
|  | Convert unsignalized intersection warning beacons from static to dynamic |
|  | Improve skew angle – 3 leg intersection |
|  | Improve skew angle – 4 leg intersection |
|  | Median treatment for pedestrian/bike safety (pedestrian island) |
|  | Implement systemic signing and visibility improvements |
|  | Improve at-grade pedestrian crossing |
|  |  |
| **Segments** | **General** |  | Intelligent Transportation System for Advanced Traffic Management |
|  | Alignment reconstruction |
|  | Shoulder/clear zone improvement |
|  | Add shoulder where not provided (0’-4’) |
|  | Add shoulder where not provided (4’ or greater) |
|  | Access management |
|  | Improve roadway lighting |
|  | Add sidewalk |
|  | Add bike lane |
|  | Add separate 10’ mixed-use trail |
|  | Install curve warning signs |
|  | Install raised median |
|  | Install guardrail |
|  | Install median barrier |
|  | Install centerline rumble strips |
|  | Increase pavement friction |
|  | Prohibit on-street parking |
|  |  |
| **Lane Configuration** |  | Widen travel lanes (by 2’-3’) |
|  | Widen 2-lane to 4-lane divided |
|  | Widen 2-lane to 6-lane divided |
|  | Widen 4-lane to 6+-lane divided |
|  | Addition of truck climbing/passing lanes |
|  | Two-Way-Left-Turn-Lane – 4 to 5-lane conversion |
|  | Two-Way-Left-Turn-Lane – 2 to 3-lane conversion |
|  | Pavement re-utilization (road diet) |
|  | Convert from 2-way to 1-way traffic |
|  |  |
| **Bridges** |  | Widen shoulders |
|  | Widen 2-lanes to 4-lane divided |
|  | Widen 2-lane to 6-lane divided |
|  | Widen 4-lane to 6+-lane divided |