

REGIONAL TRANSPORTATION PLAN AMENDMENT PROCESS

(Proposed to be adopted by the Wasatch Front Regional Council, March 24, 2016)

The establishment of a process to address periodic requests to revise the Wasatch Front Regional Transportation Plan (RTP) will help reduce the time needed to review and determine whether or not an amendment should be made. There are three general sources for RTP amendment requests: (1) local request from city or county elected officials that usually involve collector roads or minor arterials that officials would like to have either partially or fully funded; (2) environmental impact statements (EIS) or Transportation Improvement Program (TIP) amendments that make specific recommendations that change the RTP project listing or phasing; and (3) periodic requests from the Utah State Legislature, UDOT, and UTA that require an amendment to the RTP for specific projects or the phasing of existing projects.

Some minor modifications can be made by the WFRC staff without action by the Regional Council. Others do not require a new conformity finding but do need an opportunity for public review and comment. Finally, some changes are significant enough to require a new air quality conformity finding and a full 30-day public comment period before Regional Council approval. These three levels of amendments are described below.

I. Level 1 - Staff Modification

These types of amendments are minor in nature and would require only a change, clarification, or correction in the RTP document wording, mapping, and project information. These types of amendments would include:

- a. any change to the existing RTP functional classification map
- b. any change in the classification or alignment of a bicycle route
- c. any change or clarification needed of the RTP's project description
- d. any change of right-of-way width consistent with local general plans

Level 1 - Process

These types of RTP amendments would be reviewed by WFRC staff members and a recommendation made. If staff feels that a change is warranted, the amendment could be implemented without additional process beyond that listed below. Level 1 - Staff Modification amendments would require approval by the WFRC Executive Director and use the following procedure:

- a. complete documentation of the change
- b. only those entities affected by this type of amendment would be notified of the change
- c. update and notification of amendment changes on the WFRC website including any tables, spreadsheets, and/or maps

II. Level 2 - Board Modification For Non-Regionally Significant Projects

These types of RTP modifications would involve a change in the scope, alignment, or phasing of a non-regionally significant project, including minor arterial or collector facilities. For transit purposes, a Level 2 amendment would be necessary for any change or modification in scope, alignment, or phasing of any project other than a fixed guideway facility. These types of amendments may include the following:

- a. a request as part of an amendment to the Transportation Improvement Program (TIP)
- b. any change or modification to an existing non-regionally significant highway project in the RTP, such as recommended number of lanes, alignment, length of project, etc.
- c. any change or modification to an existing non-regionally significant transit project in the RTP, other than a fixed guideway facility
- d. any change in the recommended phasing of a non-regionally significant transportation project, such as moving a project from Phase 2 or 3 to Phase 1

- e. the addition of any non-regionally significant transportation project to the RTP

Level 2 - Process

These types of RTP modifications would be reviewed by WFRC staff, sponsoring local community planners, engineers, and/or elected officials, Technical Advisory Committees (TACs), County Council of Governments (COGs), the Regional Growth Committee (RGC), and the general public. The WFRC can delegate approval of these modifications to the RGC except for the addition of non-regionally significant projects. The approval of Level 2 amendments would require the following procedure:

- a. WFRC staff review and coordination with sponsoring agency representatives – planners, engineers, and/or elected officials
- b. WFRC staff financial constraint analysis in coordination with sponsoring agency
- c. review and recommendation made by the appropriate RGC Technical Advisory Committee
- d. review and recommendation made by the Regional Growth Committee for public comment
- e. 30-day public comment would be invited on the WFRC website and a staff report provided to the appropriate County Council of Governments (COGs)
- f. a written staff response within 30-days to all public comments received
- g. review and recommendation made by the Regional Growth Committee (if additional significant modifications are necessary as a result of the comment period, then a new 30-day comment period would be warranted per step d.)
- h. review and approval by the Wasatch Front Regional Council
- i. only those entities affected by this type of amendment would be notified of the change
- j. update and notification of amendment changes on the WFRC website including any tables, spreadsheets, and/or maps

III. Level 3 - Full Amendment For Regionally Significant Projects

These types of RTP amendments would involve any change or modification to a regionally significant project as defined by either the RTP or through interagency consultation. The RTP defines a project to be regionally significant if it serves regional transportation needs, such as access to or from areas outside of the region, major activity centers, major planned developments, or transportation terminals. Included as regionally significant projects would be projects on principal arterial highways and fixed guideway transit facilities that offer an alternative to regional highway travel. The WFRC has also identified several minor arterial streets which are considered regionally significant. These designations have been arrived at by interagency consultation. A regionally significant project could also be determined by interagency consultation or based on the results and analysis provided by the WFRC travel model. This level of RTP amendment would also require a new air quality conformity determination and may require evaluation of WFRC's Congestion Management Process. Level 3 amendments may include all of the following circumstances:

- a. a request as part of an amendment to the Transportation Improvement Program (TIP)
- b. any change or modification in the description of a regionally significant transportation project, such as recommended number of lanes, alignment, length of the project, adding or deleting Phase1 projects, etc.
- c. a significant change in the location, type, or size of a fixed guideway transit facility or stop
- d. any change in the recommended phasing of a regionally significant transportation project, such as moving a project from Phase 2 or 3 to Phase 1
- e. the addition of any regionally significant transportation project to the RTP

Level 3 - Process

These types of RTP amendment would be reviewed by city planners, elected officials, the TACs, the COGs, the RGC, and the Wasatch Front Regional Council. The approval of Level 3 amendments would require the following procedures:

- a. WFRC staff review and coordination with sponsoring agency representatives – planners, engineers, and/or elected officials

- b. WFRC staff financial constraint analysis in coordination with sponsoring agency
- c. a new air quality conformity determination as per current modeling procedures
- d. review and recommendation made by the appropriate RGC Technical Advisory Committee
- e. review and recommendation made by the Regional Growth Committee for public comment
- f. 30-day public comment would be invited on the WFRC website and a staff report provided to the appropriate County Council of Governments (COGs)
- g. a written staff response within 30-days to all public comments received
- h. review and recommendation made by the Regional Growth Committee (if additional significant modifications are necessary as a result of the comment period, then a new 30-day comment period would be warranted per step d.)
- i. review and approval by the Wasatch Front Regional Council
- j. only those entities affected by this type of amendment would be notified of the change
- k. update and notification of amendment changes on the WFRC website including any tables, spreadsheets, and/or maps

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