

STATION AREA PLANNING: Certification Requirements Checklist

PURPOSE

Use this checklist to do a preliminary assessment to determine whether your station area plan complies with [Utah House Bill 462](#). While this checklist is based upon Utah Code for Station Area Plans, filling out this worksheet does not guarantee certification. Please refer to the legislation to ensure compliance.

In order to formally submit your station area plan to WFRC for certification, please submit using this [online form](#).

1.0 Station Area Name:

2.0 Is the transit station built?

**3.0 Is there a Qualifying Land Use Application?
10-9a-403.1 1 (g)**

If **Yes**, fill out **3.1**.

If **No**, skip to **4.0**.

Use this checklist to help determine if your land use application qualifies per HB 462.

3.1 Submission date for qualifying land use application:

4.0 Does the Station Area Plan (SAP) include:

4.1a A statement explaining how the SAP promotes the objective to *increase the availability and affordability of housing*, including moderate income housing

4.1b A statement explaining how the SAP promotes the objective to *promote sustainable environmental conditions*

4.1c A statement explaining how the SAP promotes the objective to *enhance access to opportunities*

4.1d A statement explaining how the SAP promotes the objective to *increase transportation choices and connections*

Note, MPO staff will review the statements listed above to determine whether the SAP reasonably promotes the objective.

4.2 A vision for the station area, that describes:

4.2a *Opportunities* for the development of land within the station area under existing conditions

4.2b *Constraints* on the development of land within the station area under existing conditions

4.2c The municipality's objectives for the *transportation system* within the

	station area and the <u>future transportation system that meets those objectives</u>	<hr/> <input type="checkbox"/>
4.2d	The municipality's objectives for <i>land uses</i> within the station area and the <u>future land uses that meet those objectives</u>	<hr/> <input type="checkbox"/>
4.2e	The municipality's objectives for <i>public and open spaces</i> within the station area and the <u>future public and open spaces that meet those objectives</u>	<hr/> <input type="checkbox"/>
4.2f	The municipality's objectives for the <i>development of land</i> within the station area and the <u>future development standards that meet those objectives</u>	<hr/> <input type="checkbox"/>
4.3a	A <u>map</u> depicting the <i>area subject to the SAP</i> , at least ½ mile from fixed rail or ¼ from BRT	<hr/> <input type="checkbox"/>
4.3b	A <u>map</u> depicting the area where each <i>action is needed to implement</i> the SAP	<hr/> <input type="checkbox"/>
4.4a	An <u>implementation plan</u> that identifies and describes actions needed over the <i>next 5 years</i> and the <i>responsible party(ies)</i>	<hr/> <input type="checkbox"/>
4.4b	Implementation plan includes any actions to:	<hr/> <input type="checkbox"/>
	<input type="checkbox"/> Modify land use regulations <input type="checkbox"/> Make infrastructure improvements <input type="checkbox"/> Modify deeds or relevant legal documents <input type="checkbox"/> Secure funding or develop funding strategies <input type="checkbox"/> Establish design standards for development <input type="checkbox"/> Provide environmental remediation	
4.5	Documentation of how all relevant and required stakeholders were involved, including all of the following: other impacted communities, UTA, MPO, DOT, owners of property within the station area, residents, and business owners	<hr/> <input type="checkbox"/>
5.0	Do you have a signed resolution or proof of adoption of the Station Area Plan and its elements?	<hr/> <input type="checkbox"/>

Station Area Plans must respond “Yes” to all items from 4.0 to 5.0 to comply, unless there is a statement of impracticability, signed and adopted in a resolution, for all of the conditions not met. If a Station Area Plan does not satisfy all of items 4.0 through 5.0, it likely does not qualify for certification. WFRC and MAG are the Metropolitan Planning Organizations (MPO) identified in HB462 as responsible for certifying station area plans. In doing so, the MPOs have policies in place that guide them to determine whether station area plans have *reasonably* met the requirements of Utah Code.

Please note: For communities in Weber, Davis, and Salt Lake Counties, the applicable Metropolitan Planning Organization (MPO) is the Wasatch Front Regional Council. Deadlines regarding SAP completion include receiving certification by the MPO. Please coordinate with your MPO to understand when your SAP would need to be submitted to the MPO in order to be reviewed for certification by the MPO’s governing body.