

# **UTA Station Area Plan**

## **Standard Operating Procedure**

### **Purpose**

The purpose of a UTA Station Area Plan is to determine a shared vision for a station and its surrounding areas. This plan is informed by examining how the area surrounding a station is presently being used and how the respective community perceives its future. Station Area Plans (SAP) are to be informed by an assessment of any plans and policies that have been adopted by the respective city, an analysis of the existing conditions within the station area, and feedback gathered from community engagement functions (e.g. open houses, surveys, forums, charrettes, etc.). A series of strategic recommendations which describes a course of action for the plan area is to be included in all instances.

### **Scale and Scope**

Plan areas are to be centered around transit hubs and encompass an approximate area one half mile from said hub. The final plan area is to be defined by the respective local government and may be used for the purposes of analysis, community engagement, and final recommendations.

### **Roles and Responsibilities**

Station area plans are to include a variety of participating parties. Specific individuals, organizations, and public entities will be informed by a plan boundary that directly relates to properties contained in said boundary.

At minimum, the station area plan is to include a representative from the Utah Transit Authority (UTA) and a representative from the respective local government who understands the planning efforts and/or affordable housing needs of the area in question.

Other participating parties might include: local housing authorities, neighbors and/or landowners, the business community, and metropolitan planning organizations.

### **Approvals**

When possible, station area plans are to be adopted by the local government which maintains jurisdiction over the properties within the respective station area.

### **End Product**

The end product of the station area planning process is a plan which identifies the following:

- Where opportunities and constraints occur within a station area
- Opportunities for affordable housing
- The preferred vision shared by the community within and around the station area
- Strategic recommendations which may be pursued by both UTA and the respective local government to help facilitate implementation.



## Station Area Planning Process

### 1. Formalize scope

- At the onset of the station area planning process, a scope is to be organized that identifies the plan area, project team, individual tasks, and a general schedule.

### 2. Asses adopted plans

- Previous plans and/or research that pertains to the station plan area is to be assessed and included in the station area plan.

### 3. Analyze existing conditions

- Research is to be conducted that explores and identifies the status of socioeconomic conditions, real estate market, built environment, affordable housing, and accessibility within the plan area. Existing condition findings are to be synthesized and used to produce opportunities and constraints maps.

### 4. Engage surrounding community

- Findings are to be shared with communities within and around the station plan area in a public forum. The purpose of engaging the community is to gather feedback and arrive at a preferred vision.

### 5. Make strategic recommendations

- Findings and community feedback are to be used to craft a series of strategic recommendations.

### 6. Plan adoption by city

- When possible, station area plans are to be adopted by local governments that maintain jurisdiction over the station area.

### 7. UTA Advisory Board review & approval

- After site design proposals have been refined, they are to be reviewed and approved by the UTA Board Advisory Committee.

### 8. UTA Board of Trustees review & approval

- After station area plans have been refined and UTA Advisory Board finds it to be compliant with any applicable standards, proposals are to be reviewed by the UTA Board of Trustees.

### 9. Ask: Does UTA control property within plan area?

- If UTA does not control property within the station plan area, the Transit-Oriented-Development (TOD) Department is to assist the city with project cultivation.
- If UTA does control property within the station area, findings from the plan and strategic recommendations are to be assessed to determine whether the conditions are appropriate for transit-oriented development to occur at that time.

### 10. Ask: Is station a selected development site?

- If a station included in a station area plan has not been identified by the TOD System Analysis as a "high priority station", an interim use is to be identified for the property that UTA controls. In doing so, property may be preserved for a later time, when a greater opportunity is present.
- If a station included in a station area plan has been identified by the TOD System Analysis as a "high priority station", UTA property will proceed to the Conceptual Layout and Procurement Process.

