

NOTICE

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OFFICE OF TRANSPORTATION

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Revision to the Bicycle, Pedestrian, and Transit Assessment (BPTA) Guidelines

The purpose of this NOTICE is to inform applicants of the revisions recently made to the Bicycle, Pedestrian, and Transit Assessment (BPTA) Guidelines. The changes on the following sheet have been made and the updated guidelines are now posted on the Office of Transportation website.



Office of Transportation

Ramond Robinson
Director

V. SUBMITTAL PROCESS/REQUIREMENTS

A. The BPTA Package shall be submitted with the first submittal of a development application, for which APF for roads is being tested. (Note: If a Modification to skip a process is being requested, the applicant shall submit a BPTA with the Modification request.) The BPTA shall be included with the Transportation review package.

B. The following note shall be placed on Final Plan and Plat cover sheet:

In accordance with Article 17-6-113, a BPTA was approved by the Office of Transportation on _____ and the following improvements shown on Sheet _____ of this plan set meet the requirement for a BPT improvement above and beyond any other site design requirements of this Code.

Should the Planning and Zoning Officer provide a finding that the fee-in-lieu is appropriate, per the Office of Planning and Zoning, it must be paid prior to Final Plan approval. The following note shall be placed on the Final Plan and Plat cover sheet:

Per Article 17-6-113(e)(1), a fee-in-lieu of providing Bicycle, Pedestrian, and Transit improvements intended to meet the requirements of 17-6-113(b), in the amount of \$ _____ was paid on _____, by receipt number _____.

C. The engineered plan set shall include a separate sheet dedicated to showing the improvement intended to meet the requirements of Section 6-113. All improvements located within public right of way shall be included in the public works agreement and also shown on a separate BPT plan sheet. At the discretion of Inspections and Permits, if public plans are not otherwise required, the offsite improvements may be shown on the grading permit and included as a separate line item in the grading and sediment control bond.

D. Prior to the approval of the Site Development or Final Plan (or grading permit in the absence of these), the proposed offsite improvements and a cost estimate for the work, must be approved by the Office of Transportation. Provide the cost estimate with the final submittal of the BPTA package. The Office of Transportation will include acknowledgement of an approval of the proposed improvements intended to meet the requirements of Section 17-6-113, in the development review comment memorandum to OPZ.

E. If the applicant is permitted to pay a fee-in-lieu, the fee must be paid prior to public plan or Final Plan approval and the receipt number identified on the plan and plat cover sheet.