

# CORRIDOR PRESERVATION APPLICATION PROCESS & CHECKLIST

## STEP 1

Identify property for potential purchase for right-of-way needed of or roadway or public transit project

## STEP 2

Identify the ID # from the adopted 2023 - 2050 Wasatch Front Regional Council's (WFRC) Regional Transportation Plan (RTP)

## STEP 3

Contact property owner to determine willingness to sell. Obtain written documentation, including statement of future use of property being purchased

## STEP 4

Submit an application to Salt Lake County Regional Planning & Transportation staff | [jldansie@slco.org](mailto:jldansie@slco.org)

## STEP 5

Applications reviewed & scored by SLCo RPT staff based on prioritization criteria

## STEP 6

Council of Governments (COG) Public Works Committee meets to discuss applications & presentations by applicants, then votes and forwards recommendations to COG

## STEP 7

COG vote is forwarded to the Salt Lake County Council by SLCo RPT staff

## STEP 8

Once real estate transaction is complete, it is submitted to SLCo RPT staff along with a request for reimbursement

## STEP 9

SLCo RPT staff review all documentation to ensure completion before a request is made to SLCo District Attorney's office to draft interlocal agreement (ILA)

## STEP 10

ILA reviewed by SLCo RPT staff and forwarded to Director of Regional Transportation, Housing & Economic Development for approval along with a Mayor's request for Council Agenda item

## STEP 11

Following Council action, ILA is returned to SLCo RPT staff with Mayor's signature (can take up to 10 business days) for forwarding to local jurisdiction for approval by local City Council, Mayor's signature & any others required

## STEP 12

Fully signed document is returned to SLCo RPT staff who facilitates processing for reimbursement of funds (can take up to 30 business days)

- Steps 1 - 4 to be completed by the Applicant
- Steps 5 - 12 administered by Staff