

REGIONAL TRANSPORTATION PLAN APPROVAL PROCESS

For the Regional Transportation Plan's Regional Capacity Projects, specific steps must be followed in order to be designated as Approved, beginning with a formal request to PSRC by the project sponsor for a change in project status, along with specific required information detailed below. PSRC staff will review the information provided and make a recommendation to the Transportation Policy Board, with final approval granted by the Executive Board.

Project sponsors should submit a letter requesting Approved status to PSRC, including a project description and information addressing the criteria identified below.

Approval Criteria

1. Consistency with VISION 2040 Policies

A statement is required in order to address how the project adheres to VISION 2040 and specifically the range of multicounty planning policies. Refer to [Vision 2040 Part III: Multicounty Planning Policies](#), for additional details and background on the multicounty planning policies, and [Appendix A](#) of the Regional Transportation Plan for policies specific to transportation.

2. Benefit–Cost Analysis (BCA)

Benefit-Cost Analysis (BCA) is an established framework for evaluating the economic merits of various types of investments and programs, including public works projects and regulatory policies. Projects with a total project cost greater than \$100 million must provide a summary of the completed BCA, including results and a description of the methodology used.

3. Environmental Documentation

Final environmental documentation from a NEPA or SEPA process must be submitted, and should be current, i.e. within the acceptable timeframe between NEPA and SEPA determinations and the advancement of projects (generally three years). The documentation submitted to PSRC should include the final approval of the environmental process (e.g., a signature page), as well as information on the final alternative and scope of the project being submitted. The full documentation, particularly if the project conducted an environmental assessment or environmental impact statement, need not be provided.

4. Planning Requirements

Sponsors should submit documentation of any applicable planning requirements related to the project. These could include such items as Memorandum of Agreements between agencies, zoning requirements, meeting conditions noted in a conditional approval, etc.

5. Financial Feasibility Review

Sponsors must demonstrate that the project has a reasonable financial plan in place. This may include a combination of secured funding and funding that is reasonably expected to be secured by the timeframe needed. More information on these definitions may be found [here](#).

6. Air Quality

Projects are reviewed for significant changes to their scope as outlined in their original Candidate project submittal to the Regional Transportation Plan. If significant changes are found in the final recommended project, a new air quality conformity analysis may be required, per the federal Clean Air Act and the Washington State Clean Air Act.

Conditional Approval

Conditional approval may be granted if the majority of the elements above are in place, but certain elements are pending – the most common example of this waiting on the final signature and approval for the environmental documentation. In this situation, if conditional approval is granted by PSRC's Executive Board, once the remaining elements are in place staff can generally award final approval administratively.

Another example is conditional approval for the purchase of right of way. In this situation, whether or not full approval is granted administratively or needs to be sought through PSRC's boards will be dependent on the nature of those elements, and the significance of the work still remaining. For example, if environmental documentation is complete but not yet approved and a financial plan is in place, final approval may be considered administratively. If, however, the financial plan through construction is not yet determined, and/or there are other significant elements still outstanding, full approval should be sought by the board.