

BCDCOG

# Transit and Bus Stop Design Guidelines



October 2021

## APPENDIX C: DEVELOPER CHECKLIST

When CARTA receives a request for bus stop addition or relocation, it evaluates the proposed bus stop location using the access, safety, and operational efficiency factors outlined in Chapter 6 – Bus Stop Modifications. This checklist is designed to guide property developers through the bus stop addition or relocation process. Projects covered in this checklist include, but are not limited to, new developments, renovations, road projects, and streetscape projects.

### First things first: defining the need

Property developers interested in upgrading transit service to a development must contact CARTA during the project planning phase to explore whether it is operationally feasible to provide new or relocated transit stops on or adjacent to the proposed development. If feasible, CARTA will determine what type of bus stop and what level of amenities should be provided.

To make a bus stop-related request for CARTA, email Transit Planning at [belenv@bcdco.com](mailto:belenv@bcdco.com) or call BCDCOG at (843) 529-0400.

### Developer Checklist:

Transit Circulation and Stop Placement	
	Design all roadways and driveways that will accommodate buses to have lane widths between 10-12 ft. (See Chapter 7 -- Operational Considerations)
	For all intersections and driveways that will accommodate buses, design corners for a 50 ft. (15.2m) outside and 30 ft. (9.1m) inside turning radius. (See Chapter 7 -- Operational Considerations)
	For all roadways, driveways, and stop areas that will accommodate buses, design pavement cross-sections to withstand the wear-and-tear that will be generated by heavier vehicles (ideally including concrete pads at bus stop areas) (See Chapter 3 – Bus Stop Configurations)
	Locate proposed bus stop in a safe, visible, and well-lit location in reasonable proximity to primary destinations (See Chapter 2 – Bus Stop Placement)
	If the proposed bus stop will be located in the public right of way, secure right-of-way and appropriate encroachment permits. (See Chapter 6 – Bus Stop Modifications)
Bus Stop Design and Accessibility	
	Allocate sufficient length along the curb lane to accommodate the proposed bus stop configuration. (See Chapter 3 – Bus Stop Configurations)
	Allocate sufficient right of way behind the curb to meet ADA requirements and accommodate all required amenities for the proposed bus stop type, at a minimum. (See Chapter 3 – Bus Stop Configurations)

	Coordinate with CARTA for bus stop design and amenity placement consistent with the Transit and Bus Stop Design Guidelines.
	Coordinate an amenity installation and maintenance agreement with CARTA and any other involved local parties.
	Coordinate with local public works agencies for utility services and pavement markings, if necessary.
	Provide adequate pedestrian walkways to transit stops. Ensure proposed bus stops are connected to the development and any primary destinations with an ADA-compliant pedestrian access path free of obstacles. (See Chapter 5 – Bus Stop Amenities and Appendix D – Bus Stop Accessibility Guidelines).