

# Site Selection and Land Acquisition

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## Presentation overview

- Role of the board
- Key resources and decision points
- Forming a selection team
- Characteristics of a potential school site
- Communications about Site Selection
- Regulatory process
- Safety

# Role of the board

- Setting direction
- Establishing structure
- Providing support
- Ensuring accountability
- Acting as community leaders

# Key resources and decision points in Site Selection

It is highly recommended that school districts/COEs have a

**Facilities Master Plan**

prior to the Site Selection process

# Key Resources and decision points in Site Selection

Methods to acquire land:

- Purchase
- Developers
- Joint-use facilities
- Eminent domain
- Land trade

# Key resources and decision points in Site Selection

Gathering current information is crucial:

- District/COE budget
- Demographic statistics
- Enrollment projections and potential growth rates
- Attendance area maps
- Capacities at existing school sites
- Zoning plans
- Mitigation agreements with developers
- Local community plans
- Jurisdictional boundaries

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## Forming a Site Selection Team

- A team encourages accountability, engages stakeholders and is responsible for the Site Selection process
- Many districts/COEs hire a 3<sup>rd</sup> party facilitator to expedite the process
- The board may like to schedule regular reports at board meetings

# Forming a Site Selection Team

The selection team may include:

## Stakeholders

- Parents
- Community members
- Teachers
- Administrators
- Staff members
- Homeowners Associations representatives
- Local planning committees
- Neighborhood groups

## Consultants or district/COE staff

- Facilities/construction manager
- Chief business officer
- Real property negotiator
- Real estate appraiser
- Civil engineer
- Environmental consultants
- Legal counsel
- Architect
- Traffic engineer



## Characteristics and considerations of a potential school site

- Location, size and shape of land parcel
- Cost
- Health and safety concerns
- Site recommendation should be based on current and future needs
- History of the title of the property
- Refer to Appendix A in the Facilities master plan policy brief

[www.csba.org/constructionmanagement.aspx](http://www.csba.org/constructionmanagement.aspx)

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## Communications about Site Selection

Establish a communications plan to inform:

- Community at large
- Specific stakeholders
- Local businesses
- Government agencies
- Municipalities
- Other local school districts/COEs and the county office of education

The school district/COE must communicate regularly with local city and county governments

## Regulatory process

- The Site Selection process is complicated and multi-phased
- School leaders must understand the process to best direct district/COE staff and consultants to meet the state requirements

## Regulatory process

District/COE staff and consultants must complete these requirements prior to the close of escrow:

- Ordinary due diligence investigation
- California Department of Education approval
- Department of Toxic Substances Control approval
- Compliance with the California Environmental Quality Act
- Notice and coordination with other local agencies such as cities and counties

# Safety

The goal of safety is the paramount concern

- District/COE staff and consultants will use a state established criteria of 14 points to evaluate potential sites
- Examples:
  - Proximity to airports, high-voltage power lines, railroads, gasoline lines, pressurized sewer lines, etc.
  - Condition of traffic and school bus safety
  - Results of geological studies and soils analyses

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