

SECTION 2-6: SITE SELECTION

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2-6-00 POLICY

The purpose of this section is to provide guidance on evaluating and selecting sites for planned new facilities, which may or may not be part of an existing facility complex. This section is applicable to all proposed construction projects, including proposed lease-purchase facilities.

2-6-10 PROCEDURES

At the inception of a project, one of the earliest decisions that must be made is the location of the site. Several sites are usually evaluated to determine the best location for a project. In order to assist the OPDIV in making a decision on the best site, evaluation criteria are developed. The criteria will help document recommendations on the site that should be selected for the project. All the proposed sites should be evaluated using the same criteria. An analysis of each site should be performed based on the established criteria. The analysis will provide a description of the site as well as discuss how the site relates to the criteria. Once the analysis is complete an evaluation matrix is developed to compare the sites. The analysis and evaluation should be in the form of a report.

2-6-20 GUIDANCE AND INFORMATION

A. LAWS, REGULATIONS AND EXECUTIVE ORDERS

Among the laws, regulations, and executive orders applicable to the site evaluation/selection process are the following.

1. Executive Order 12072 - "Federal Space Management of Federal Space," Dated August 16, 1978. - Proposed sites and facilities selected and developed for Federal agencies should consider the effective support of program missions as well as economies associated with efficient facilities management and administration. In the case of proposed development located in urban areas, the Federal agency is also required to coordinate the proposed development with any local, state, and regional plans directed at providing economic and social benefits within the urban metropolitan region.
2. Executive Order 12372, "Intergovernmental Review of Federal Programs," Revised April 8, 1983. - This Executive Order requires Federal agencies to undertake coordinated planning on an intergovernmental basis with local, regional, and State agencies for Federal actions involving construction and acquisition use and disposal of Federal real property.
3. National Environmental Policy Act of 1969. (42 USC 4321 et seq.). - The document sets forth the policy and mandatory considerations, including reports, on the planned facility's impact on the human environment.
4. National Historic Preservation Act of 1966 (16 USC 470 et seq) and Implementation Procedures Contained in Federal Register Vol. 35, No. 23, February 3, 1970, Department of the Interior, National Park Service "National Register of Historic Places." 36 CFR 800 - This document requires evaluation of the effect the proposed facility may have on properties which may be

eligible for listing in the National Register of Historic Places, and requires that the Advisory Council on Historic Preservation be notified and given reasonable opportunity to comment with regard to the undertaking. See Section 3-3, Archeological and Historic Preservation.

5. Uniform Relocation Assistance and Land Acquisition Policies Act of 1970. (42 USC 4601 et seq.) - This law sets forth the policy for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.

B. SITE SELECTION CRITERIA

1. Site Size and Condition

- a. Size: The site should be of sufficient size to accommodate the construction of the project with the associated landscaping and provide external circulation for pedestrians, service vehicles and emergency apparatus. The size of the ideal site should be expressed in hectares.
- b. Condition: The site should be free of blight, dense vegetation, and structures that require demolition.
- c. Configuration: The site should be configured to accommodate the program requirements. Sites with "dog legs" and pipe stems should be avoided, unless there is adequate land to construct the project. Irregular shaped sites should be carefully evaluated.

2. Accessibility

- a. Vehicular Access: The site should have access to and the ability to accommodate vehicular traffic and parking.
- b. Service Access: The site should have access to and the ability to accommodate service vehicles such as trucks and semi-tractor trailers. The site should be able to accommodate a service apron and the necessary loading docks.
- c. Pedestrian Access: The site should be linked to existing walkways.
- d. Public Transportation¹: In urban areas the site should be accessible by public bus service, and/or rapid rail service.

3. Physical Features

- a. Topography: The topography of the site should be as level as possible with positive drainage. Sites with slopes over 15% should be carefully evaluated to determine if they can meet the program needs and if the facility can be constructed economically.
- b. Surface Water: Flood plains and wetlands should be avoided.
- c. Amenities: Mature trees, ground cover, natural beauty, etc., are considered an asset for the site.
- d. Views and Vistas: Panoramic vistas and pleasant views from the site to urban areas, architecture and/or natural beauty are considered an asset. The opportunity to create a pleasant view of the site or the proposed structure from the surrounding areas is also considered an asset.

4. Environmental Features

- a. Noise: The site should not be in close proximity to sources of noise such as highways, power plants, and service areas.

¹ Not applicable to undeveloped areas

- b. Air and Water Quality: The site should not be in close proximity to sources of air or water pollution.
 - c. Solid Waste Disposal: Solid waste disposal services should be economically available to the site.
 - d. Hazardous Waste Disposal: Hazardous waste disposal capability should be economically available to the site.
 - e. Hazardous Waste Contamination: The site should be free of hazardous materials.
 - f. Historic Characteristics: The historic and archeological features of the site should be considered.
5. Integration with the Community's Present and Future Plans
- a. Land Use: The land use of the site should be compatible with the surrounding local land use.
 - b. Master Plan: If applicable the proposed use of the site shall be in compliance with the approved OPDIV master plan.
6. Utilities: The site should be evaluated as to the availability and adequacy of the utilities as well as the potential to run utilities to the site in an economically feasible manner.
- a. Water: Adequate water service, supply or storage should be available for domestic and fire fighting needs. Adequate water pressure at the site should be available for fire fighting.
 - b. Storm Drainage: The site should have adequate surface run off or underground storm sewers. The proposed facility should not be impacted by storm drainage from other sites "up stream" nor should the facility impact other sites "down stream".
 - c. Sanitary Waste Disposal: In developed areas adequate sanitary sewer should serve the site. In undeveloped areas the site should have access to onsite waste disposal systems or the site should have the capability to develop an onsite sewage treatment system.
 - d. Natural Gas²: In urban areas the site should be served by natural gas.
 - e. Electric and Communications: The site should be served by electrical power and communications systems.
7. Site Development Cost
- a. Site Clearing: The cost of clearing and grubbing the site should be minimal.
 - b. Site Grading: The cost for grading the site should be minimal.
 - c. Site Improvements: The cost of bringing roads and utilities to the site should be minimal. The cost for developing on site water and sewage treatments systems should be evaluated.
 - d. Relocation of Infrastructure: The cost of relocation of infrastructure should be minimal.

² Not applicable to undeveloped areas.

