

POLICY

It is the policy of The Wellington County Board of Education that school sites be selected and developed in accordance with the specifications outlined in this policy.

Administrative Detail

1. It is the responsibility of the appropriate Superintendent, in conjunction with the Sites Committee and School Building Committees, to implement this policy.
2. The selection of school sites shall be in accordance with the School Site Guidelines Manual, #3910-A.

A. SITE SELECTION

The following guidelines shall be used by The Wellington County Board of Education to evaluate and select potential new school sites.

1. Location

- a) New school sites must be located so as to:
 - i) be central to the developments they serve maximizing the "walk-in" catchment area as determined by the Board's Transportation policy;
 - ii) permit safe pedestrian access to the site via sidewalks and pathways and minimizing the number of students required to cross major arterial roads;
 - iii) be no closer than 152m (500 ft) from hydro transmission lines greater than 50 KVA;
 - iv) be no closer than 152m (500 ft) from major trunk gas pipelines;
 - v) be no closer than 152m (500 ft) from any standing water; (ponds, stormwater management facilities, etc.) exceeding .61 m (2 ft.) in depth;
 - vi) not be on dead end streets;
 - vii) have other alternative uses should a school not be constructed or after a school building has surpassed its useful life;
 - viii) be congruent with a long-range County/City plan for new school sites developed along with the County of Wellington and the City of Guelph.

- b) New school sites should be located so as to:
 - i) preferably be adjacent to an active park of .8 or more hectares in size, (2 acres);
 - ii) allow the development of schools and parks on combined sites where feasible and desirable;
 - iii) maximize the opportunity for joint-use of the site and/or the development of multi-purpose buildings and facilities to be shared with

other agencies;

- iv) be located in the middle of the block no closer than 40m (130 ft) from an intersection, on a level straight stretch of road.

2. Site Sizes

The sizes of new school sites must be determined by the type of school proposed and the availability of servicing (Septic) as specified in Table 1.

Table 1

Urban (Serviced) Locations

	<u>Elementary</u>		<u>Secondary</u>	
	<u>JK-6</u>	<u>JK-8/ 7/8</u>		
Adjacent to Suitable Park	6 2.4	8 3.2	15 6.1	Acres Hectares
Not Adjacent to Suitable Park	8 3.2	10 4.1	20 8.1	Acres Hectares

Rural (Unserviced) Locations

	<u>Elementary</u>		<u>Secondary</u>	
	<u>JK-6</u>	<u>JK-8/ 7/8</u>		
Adjacent to Suitable Park	8 3.2	10 4.1	20 8.1	Acres Hectares
Not Adjacent to Suitable Park	10 4.1	12 4.9	24 9.7	Acres Hectares

- * Rural Site minimums may be subject to the Ministry of Environment and Energy Reasonable Use Policy.

3. Site Dimensions, Shape & Topography

- a) The minimum acceptable frontage for new school sites must be:

<u>Elementary</u>	<u>Secondary</u>
152m (500 ft)	183m (600 ft)

- b) School sites should be rectangular in shape with a depth to width ratio not to exceed 1.5:1;
- c) School sites shall be 80% level with the remainder having no slope greater than 2:1;
- d) Generally, sites with a minimum of tree coverage will be preferred;
- e) School site location, dimensions, shape and topography may vary from the guidelines where joint ownership and/or development of a multi-purpose site provides the opportunity to construct a school and the necessary facilities through sharing and other joint-use agreements;
- f) Sites with, or adjacent to, woodlots, wetlands or other environmentally significant features may be considered for the location of "environmentally themed" schools or outdoor education facilities.

4. Conditions of Site Acquisition

- a) Where a new school site is part of a registered plan of subdivision the following conditions must be met as either conditions of draft plan approval or conditions of purchase, as applicable:
 - i) if required to meet a drainage plan the site shall be graded to plan specifications at the developer's expense using original top soil to a depth of at least 23 centimetres (9 inches);
 - ii) the site shall be graded to Board specifications at the developer's expense;
 - iii) the following services shall be brought to the property line of the school site, sized appropriately for maximum projected site occupancy and capped at the centre of the frontage (if available in the municipality):
 - 3 phase electricity
 - natural gas
 - storm, sanitary and water service at inverts suitable to service the entire site without pumping requirements
 - telephone and cable TV
 - iv) the developer shall be required to provide evidence of a complete environmental audit undertaken by a consultant of the Board's choice

to include:

- drainage characteristics
 - free of toxic wastes
 - suitability of soil for turf/grass
- v) in urban areas, the developer will provide chain link fence to the more stringent of Board specifications or municipal specifications when adjacent to a park;
- vi) the developer shall be required to provide evidence that no stormwater management facilities to contain standing water will be required on the school site or that perimeter stormwater management will be provided by the developer;
- vii) The Wellington County Board of Education will undertake soil test, bearing capacity, septic capability, and ground water potability tests on the site;
- viii) walkways will only be acquired as part of a school site where there is a joint maintenance agreement in effect between The Wellington County Board of Education and the Municipality.
- b) Where a new school site is not part of a registered plan of subdivision and/or the Board is acquiring acreage in an undeveloped area the following conditions apply:
- i) the vendor shall be requested to provide evidence of a complete environmental audit including:
 - free of toxic wastes
 - suitability of soil for turf/grass
 - ii) The Ministry of Environment and Energy Reasonable Use Policy regarding ground water should be taken into consideration when determining site size;
 - iii) The Wellington County Board of Education will undertake bearing capacity, septic capacity, and ground water potability tests.

B. DEVELOPMENT OF NEW SCHOOL SITES

The following guidelines shall be used by The Wellington County Board of Education in the design and development of new school sites:

1. Access and Egress

- a) New school sites should be designed with a minimum of two driveway entrances for vehicle access and egress;
- b) The driveways must be designed so as to minimize the conflict between daycare dropoff areas, school parking areas and school bus loading zones.

2. School Bus Loading Zones

A school bus loading zone should be provided off the school site in curb cuts and designed to:

- a) accommodate a minimum of (4) four school buses or as required by its proposed catchment area;
- b) eliminate the need for students to cross traffic to enter school; and
- c) minimize the conflict between parent and staff vehicle traffic and school buses.

3. On Site Parking

Parking areas will be located and designed to:

- a) accommodate the number of vehicles required under the local zoning by-law;
- b) meet local set-back requirements;
- c) minimize the conflict between pedestrians and vehicular traffic on the school sites;
- d) permit overflow parking for vehicles using adjacent public facilities; and
- e) provide areas for snow storage.

4. School Building Design

When designing new school buildings the Wellington County Board of Education shall strive to:

- a) minimize the building footprint through multiple storey designs;
- b) locate the building to maximize the useable area of the site for outdoor recreation and other requirements;
- c) provide opportunities for changing (increasing or reducing) the capacity of the building with stand-alone portables, portapak or permanent additions;
- d) provide opportunities for the re-use of the school building for other purposes if and when it is no longer required as a school; and
- e) accommodate multi-purpose partnerships with other agencies and encourage such arrangements.

5. Outdoor Recreation Facilities

- a) The Wellington County Board of Education will strive to develop appropriate outdoor facilities; hard surface play areas, soft surface play areas (fields and ball diamonds); and facilitate the provision of recreation equipment based on the physical education and recreation program requirements of the Board.
- b) Joint development of such recreation facilities with local municipalities on school and adjacent parklands shall be the preferred means so as to minimize duplication of facilities in local areas and meet Provincial objectives.

C. IMPROVEMENTS OF EXISTING SITES

The following guidelines shall be used by The Wellington County Board of Education to improve existing school sites.

1. Site Size and Shape

When the opportunity presents itself, The Wellington County Board of Education may attempt to acquire or secure the use of adjacent lands in order to:

- a) increase site size to meet current standard minimums;
- b) increase site frontage to current standard minimum;

- c) improve the shape of a site to permit better use of area for portables, portapaks, parking, play fields, septic beds or to improve sight lines for playground supervision.

2. School Bus Access and Loading Zones

The Wellington County Board of Education will support the improvement of existing school sites in order to:

- a) provide adequate sized bus loading zones on the roadway in front of urban school (curb cuts);
- b) provide sufficiently large areas for a bus loading zone on the school property for rural schools;
- c) reduce the conflict between pedestrian and vehicular traffic on school sites;
- d) to separate, where possible, bus loading zones from school parking areas and their associated entrances.

3. Outdoor Facilities

The Wellington County Board of Education will endeavour to improve existing school sites in order to provide the outdoor facilities and recreation equipment required to deliver the Board's physical education and recreation programs.

4. Septic Systems

The Wellington County Board of Education will update septic systems in an attempt to reduce their impact on the use of school sites for recreation, parking and the placement of portables or portapaks.

8

()

()