

The following memorandum was written to provide information to the Board of Supervisors and county residents about a new elementary school site located in upper York County. The County Administrator and Superintendent of Schools provided comment about the site:

“The selection of a site for the new school is a win-win for all involved: the County, the School Division, and the developer. The working relationship between the stakeholders has been excellent and we were all in agreement that a new facility is needed. That enabled us to move forward keeping in mind the best interests of our school-aged citizens, their parents, and the faculty/staff that will be part of what is sure to be another top-rated school in our excellent school system.” – Neil Morgan, York County Administrator

“We are very pleased with this latest development in our plans for the proposed elementary school. This is a direct result of ongoing collaboration and communication between Mr. Morgan, county personnel and school division staff to ensure we select a site which will benefit our entire community for years to come. We look forward to the next steps in this important process to ensure we provide all York County students the best learning environments.” – YCSD Superintendent Victor Shandor, Ed.D.

# COUNTY OF YORK

## MEMORANDUM

**DATE:** July 11, 2016

**TO:** York County Board of Supervisors  
York County School Board

**FROM:** Neil A. Morgan, County Administrator  
Victor D. Shandor, Ed.D., Division Superintendent



**SUBJECT:** Elementary School Site Search

Our April 2016 briefing memorandum reported on the elementary school site search process and the preliminary commitment of the Marquis developer (Mr. Shawn Todd) to adjust his plans by increasing the size of the proffered school site from seven (7) to nearly fifteen (15) acres. Mr. Todd, who is motivated to address the importance that prospective residential homebuilders/developers place on the presence of a “neighborhood” school in the Marquis project, has now formalized his commitment by submitting a revised Overall Master Plan and amended proffers to reflect a proposed 14.43-acre school site. This request for amendment of the previously-approved Marquis master plan and proffers will be processed through the required Planning Commission review and public hearing process in September and should reach the Board of Supervisors for formal public hearing, consideration and action at its October meeting.

A copy of the concept plan depicting this revised proposal is attached.

### CONCEPT PLAN CONSIDERATIONS

As you review this conceptual drawing, which is very similar to the preliminary one transmitted by our April memorandum, we encourage you to consider the following:

- The areas highlighted in dark green represent the 14.43 acres proposed to be dedicated and conveyed to the County, without consideration, for use as the school site provided that the County/School Board indicates its intent to actually use the site for such purpose by executing a contract for architectural design services no later than September 1, 2017;
- The rectangle depicted as a building footprint corresponds to the dimensions of an imaginary rectangle drawn around the perimeter of the Coventry Elementary footprint. This simply indicates that the site would provide an adequately-sized building “envelope” within which a functional school facility layout could be designed;
- In terms of the actual school site layout (e.g., building envelope, parking, circulation, play field configuration) this drawing is only an initial concept. The place-

ment of the building pad on the site in relation to parking areas, driveway entrances, bus loops, playground and athletic spaces, etc. can be adjusted. In fact, School Division staff has already identified several potential alternative configurations;

- The pathway and open space crossing between the building site and the playfields site is only a concept. It is only one of several options that could be designed to provide a safe and suitable connection;
- The arrangement of the apartment buildings depicted on the adjoining parcel is only a concept drawn to allow the developer to project the potential number of apartment units. The concept drawing does, however, represent a commitment to provide green area and parking lot separation between the school site and adjacent apartment buildings;
- The revised proffer statement proposes a maximum development yield of 600 units, rather than the 650 units authorized by the November 2013 zoning approval, and with an absolute limit of 182 single-family detached dwellings. The adjusted design completely eliminates the 189-unit townhouse component that was initially proposed. The layout also proposes to convert the “hotel” site, an EO-Economic Opportunity zoned parcel on the northern edge of the South Pod, to become part of the single-family detached housing area (i.e., rezoned from EO to PDR);
- Access to the site is obviously dependent on construction of the street extending from the existing Marquis commercial area into the “South Pod” proposed residential section. The developer has proffered to construct an extension of Marquis Parkway to the school site by October 1, 2017, with such roadway surfaced in gravel or asphalt so as to support construction traffic associated with engineering, materials delivery, grading and construction of an elementary school, and provided that the School Division has executed an architectural design contract for the school by September 1, 2016. The proffer stipulates that the developer’s October 1, 2017 road construction deadline would be extended by one month for each month beyond September 1<sup>st</sup> of delay in executing an architectural services contract (*Note: since the master plan/proffers amendment application will not reach the Board of Supervisors for a decision until October, there will be a delay of at least two (2) months and the October 1, 2017 road completion date will adjust at least until December 1, 2017*).
- The ultimate responsibility for completion of the street construction would be an obligation, secured by a development agreement and surety guarantee, and linked to the subdivision of the South Pod for the intended residential purposes. Mr. Todd and/or one of the residential developers with whom he is negotiating will be responsible for the agreement and surety guarantee;
- The developer’s proffer statement stipulates that subsequent to conveyance of the site to the County, and in the event the County/School Board decide not to use it

as a school site, he would have the option to purchase the building site (9.76 acres) for fair market value and the playfields site (4.67 acres) for \$1.00.

Based on the information depicted on this concept plan, and with confidence that various alternate layouts and configurations could be developed, both the School Division and County staff are comfortable in recommending approval of the revised master plan and the adjusted proffers that accompany it.

### **NEXT STEPS**

As noted previously, the zoning application (revised master plan/proffers) will be considered by the Planning Commission at its September 14<sup>th</sup> meeting and, assuming action at that time, the application will reach the Board of Supervisors for consideration in October.

School Division staff is nearing completion of the Request for Proposals (RFP) document for architectural design services. Assuming that the revised master plan and proffers will be approved by the Board of Supervisors (potentially in October), we recommend that the RFP be issued as soon as possible so that certain processes can proceed concurrently with the zoning application. For example, it will take several months for responses to be received and evaluated, candidate firms to be interviewed, the top-ranked firm to be selected, and a contract negotiated. Even in the best of circumstances and timing, that process will extend beyond the likely October Board of Supervisors' action date on the master plan and proffer amendment. While it would be inadvisable to execute an architectural services contract before the Board's approval of the zoning application and proffers, allowing the RFP issuance and evaluation process to proceed concurrently will provide the opportunity for the School Board to consider authorizing the contract as soon after that (assumed) approval as possible, thus starting the time clock for Mr. Todd to fulfill the site conveyance and road construction obligations. Once executed, it is anticipated that the architectural / engineering design process will take approximately 12 months to complete. As you will recall, funding for the architectural services is proposed to be drawn from the Impact Aid reserve fund (Schools Capital Reserve Fund).

### **PUBLIC INFORMATION REGARDING SCHOOL SITE OPTIONS**

The application materials filed by Mr. Todd are public information and are available for review should a request be made. The formal public hearing advertisements and notifications for the Planning Commission's September meeting will begin appearing in late August.

Should you have questions or desire additional information in the meantime, please let us know.

jmc  
Attachment

