

<b>BOARD POLICY</b>	
Administrative Procedure Section <b>FACILITIES</b>	Policy Number <b>108</b>
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## **POLICY TITLE**

School Site Selection

### **1.0 PURPOSE**

The Peterborough Victoria Northumberland and Clarington Catholic District School Board is committed to planning for and acquiring school sites which meet the needs of students in a cost effective manner. This Policy sets out circumstances under which a review of potential sites is conducted and the criteria governing such a review.

### **2.0 POLICY**

It is the policy of the Peterborough Victoria Northumberland and Clarington Catholic District School Board to conduct a review of potential school site locations prior to committing to the purchase of a site.

### **3.0 GUIDELINES**

- 3.1 Site needs shall be set out within the Board's Education Development Charges By-Laws and Background Studies where the same are prepared and enacted in order to generate funds for site purchases which are attributable to new development.
- 3.2 In municipalities where Education Development Charges By-Laws are not warranted, site need shall be considered during the Board's periodic review of its Long Term Plan for Pupil Accommodation.
- 3.3 Site option reviews shall be conducted in a timely manner to ensure sites are made available for Board use when needed.
- 3.4 Site option reviews shall consider the benefits of location proximate to existing school board sites, other community and public facilities (i.e. municipal parks or school sites designated for use by other school

boards). Related benefits may include joint use of facilities and/or fields, as well as cost efficiencies associated with purchase, servicing, and operation of facility and/or site.

3.5 Final approval for site locations shall rest with the Board.

#### **4.0 TERMS AND DEFINITIONS**

##### **4.1 SITE OPTION REVIEW**

A site option review is a review of potential school site locations culminating in a report to the Board.

##### **4.2 OFFICIAL PLAN**

An official plan is the guiding plan for the long term development of a municipality passed in accordance with the Ontario Planning Act and reviewed periodically by the municipality to ensure that the plan continues to meet municipal needs. In keeping with the Planning Act, municipalities must consult with public bodies, such as school boards, and take their needs into account during Official Plan creation and review.

##### **4.3 EDUCATION DEVELOPMENT CHARGES BY-LAW**

The Education Act permits school boards to apply charges to new development to help pay for new school sites which are needed in order to accommodate students emanating from new development. Once enacted by a school board, the By-Law is the document which sets out types of development to which charges apply, level of charges, and provisions for collection by municipalities.

##### **4.4 LONG TERM PLAN FOR PUPIL ACCOMMODATION**

The Ministry of Education requires that, at a minimum of once every five years, school boards consider their pupil accommodation needs and prepare a Long Term Plan for meeting needs. Such Plans consider new facility requirements, as well as consolidation or school closure needs. The Plan is comprehensive, taking into account long term enrolment projections and provincial funding implications, while articulating evolving facility needs over the long term.

**5.0 REFERENCES/RELATED DOCUMENTS**

Ontario Planning Act  
Ontario Regulation 20/98 (Education Development Charges)  
Municipal Act, Section 210.1

**6.0 RELATED POLICIES**

Policy 106, Alternative Arrangements for School Facilities  
Policy 107, Subdivision and Residential Plan Review

**7.0 RELATED FORMS****8.0 APPROVED BY BOARD**

September 22, 2009

**9.0 EFFECTIVE DATE**

September 22, 2009

**10.0 POLICY REVIEW DATE**

September 2014

**11.0 REVIEW BY**

Business and Finance Services