

Site Analysis Report
IAC/PSCP Form 104.1

LEA: _____

Date: _____

1. General Information

A. The site is _____ acres, for use as the site of the _____ school, expected to open in the Fall of the year _____.

B. It is first choice among _____ sites evaluated and is expected to cost approximately \$_____.

C. The tract is named or known as _____ and is presently owned by _____.

D. Location: _____

E. It is most accessible from: _____

F. It is planned that the school to be on this site will accommodate _____ students in _____ and will have a design capacity of _____.

G. The Board of Education approved this site on _____ subject to State approval.

H. The Board of Education holds an option or a contract of sale. Or, is condemnation to be required? Please explain: _____

2. Geographical Suitability

A. Location relative to the student to be served: _____

B. Describe adequacy of paved roads serving the site: _____

C. How close is fire protection? _____

D. What potential highway developments may encroach on the site? _____

E. Is adequate electric service available? _____

F. How close is public water service available? _____

Will a water well be necessary? _____

G. Is natural gas available? _____

H. How close is public sewer service available? _____

Is there sufficient sewer capacity available? _____

Will an on-site sewage disposal system be needed? _____

Will the site accommodate an adequate disposal system? _____

I. Will State or federal grant funds be sought for the construction of sewer or water facilities to this site?

J. What storm water management or sediment control measures could be required?

3. Physical Suitability

A. How many acres are deemed usable? _____ Planned for development? _____

B. What demolition/clearing will be involved? _____

C. To what extent are rock outcroppings, mineral or air rights, and fill/borrow involved for the intended use of the site? _____

D. Comment on the convenience and safety of pedestrian and vehicular access:

E. Comment on the availability of public transportation:

F. Comment on the match of the probable elevation of the school's lowest floors with sewer and drainage invert elevations:

G. Are there any historic structures on the site or is the site in or adjacent to an historic area?

4. Potential Environmental Constraints

Please cite source of information for the data in this section. If more than one, list all.

A. Is any portion of the site within the 100 year flood plain or in an area of potential flooding?

B. What is the drainage area (acres) to this site? _____

C. Are there tidal or nontidal wetlands on or adjacent to the site? _____

D. Are there steep slopes on the site? _____ If so, what percent? _____

E. Is there prime agricultural land on the site? _____

F. Has the site been characterized as having significant mineral resources? _____

G. What is the extent and character of forested land on the site?

H. Will the proposed use of the site require access across or affect the use of a public recreation area?

I. Are any rare, threatened, or endangered species of plant or animal known to exist on or near the site?

J. Are there colonial waterbird nesting areas or waterfowl staging/feeding areas on or near the site?

K. Are there any waterways on the site? _____

L. Are there hydric soils on the site? _____

M. Is any part of the site in the Chesapeake Bay Critical Area? _____

5. Planning/Zoning Suitability

A. The zoning of the site is _____. Is rezoning required to enable this site to be used as a public school site? _____

B. Does this location of the school conform to the local government (county/municipality) comprehensive plan?

What is the current land use classification of the site as found in the latest adopted comprehensive plan?

Is the site in a designated growth area? _____

C. What shared uses are contemplated for this facility/site?

D. What easements or rights-of-way involve the site?

E. What acreage of adjacent land is available for public/school use? _____

F. What off-site work is needed to allow this site to properly fulfill its intended use?

G. Are there any land uses nearby that are incompatible with the use of this property as a public school site? _____ If so, what are they? _____

6. Conclusion

A. What makes this site better than the others considered?

B. Should additional information be required please contact _____ at _____

IAC and State Superintendent's approval or confirmation of the above described site requested:

Signature: _____ Date: _____

7. Attachments

This form should be used to obtain initial approval of a site or confirmation of previous approval. The following attachments must be submitted with this completed form.

1. Small scale location/vicinity map showing land use designation of the site and surrounding area as specified in the County Comprehensive Plan.
2. Test borings report.
3. Site plan, showing metes and bounds, topography, flood plains and nontidal wetlands, easements and rights-of-way affecting property, sewer and water, gas and electricity, services, sidewalks, storm drains, swales and general features of land abutting property, including existing and/or proposed street layout. Indicate on the site plan the probable location of the school building, parking, and play fields.
4. A letter from the LEA Superintendent indicating Board of Education approval of the site.
5. Letters from appropriate city, county, and State highway departments should be attached indicating whether any existing or planned street, road, or highway project will encroach upon the site proposed to be acquired. State Highway Administration representatives are available to provide advice as to possible conflicting highway plans and on questions of entrance design, location, site distance, for both existing and proposed new sites. Consultation with them is recommended. Send all access permit-related inquiries to the District Engineer, attention of the Regional or Area Engineer. Access permit contacts are on the [State Highway Administration Access Management/Permits website](#).
6. A letter should be enclosed from the appropriate authority administering the local public or private sewage system stating that the system will have sufficient capacity to accommodate a future school.
7. A letter from the Maryland Department of the Environment should be enclosed. The Department's review coordinator will determine which of the following Administrations within the Department need to review the site: Water Management, Sediment and Stormwater, Hazardous and Solid Waste, Air Management and Toxics, Environmental Science and Health. Include any comments they have made pertaining to the site.
Address: Secretary, Maryland Department of the Environment, 1800 Washington Blvd, Baltimore, MD 21230.
8. A letter from the local planning commission or director should be enclosed. This letter should state whether the site is consistent with the area's master land use plan. Other comments may be included as necessary.
9. Submit an Environmental Assessment Form (EAF) which is used to assist the LEA in determining the natural and socio-economic environmental impact.
10. A letter from the Power Plant and Environmental Review Division of the Department of Natural Resources indicating DNR has reviewed the submittal. The Division will coordinate the review for all appropriate divisions in DNR. Include any comments they have made pertaining to the site.
Address: Power Plant & Environmental Review Division, Department of Natural Resources. Tawes State Office Building, 580 Taylor Avenue, Annapolis, MD 21401.
11. A letter from the Maryland Historical Trust stating they have reviewed the site for its effect to historical properties including archeological resources.
Address: Maryland Historical Trust, Office of Preservation Services Review and Compliance, 100 Community Place, 3rd Floor, Crownsville, MD 21032.