



## 251 South Street Planning Process Options

Date: November 6, 2018  
To: Davidson Board of Commissioners  
From: Dawn Blobaum, Assistant Town Manager  
Re: 251 South Street Planning Process Options

### 1. OVERVIEW

After completion of our due diligence work, we are acquiring the property at 251 South Street in mid-December. Besides the need for public facilities, there is a myriad of options for use of the site. We have four proposals for a planning process to determine the strategy for the property:

#### 1. Master plan heavy

Entire 5.1-acre site would be planned with three extensive public workshops, similar to the previous master planning process for public facilities in 2016.

##### a. Process:

Prior to the first workshop, the design team will meet with the steering committee and the board of commissioners to discuss development potential on the site and preferences for uses. They will coordinate with the Charlotte-Mecklenburg Landmarks Commission staff, and analyze the site constraints, including pedestrian and vehicular circulation, existing trees to remain, available building area, etc. to produce a base map for the first workshop.

The first workshop will use multiple “stations” and the “dotmocracy voting” process to revisit the space needs study, determine visual preferences for community and civic space, and discuss site/building options. After the workshop, the design team will develop three site and building program alternatives that reflect citizen input and meet with the steering committee for their feedback. The resulting conceptual drawings will illustrate three options for the existing and proposed building footprints, parking areas, sidewalks, and other site improvements and amenities. An online survey will provide an additional venue for public feedback.

The design team will present the refined site options at the second workshop and will use multiple “stations” and the “dotmocracy voting” process to determine use and design preferences and which two of the three presented site development options and conceptual building layouts move forward. Following the workshop, a second online survey will be distributed for additional citizen feedback. The design team will meet with the steering committee for input and refine the two final building program and site development options to reflect citizen and steering committee input.

At the third workshop, the team will present the two final updated site development strategies and conceptual floor plans and building program alternatives for the existing and proposed buildings on the site and conceptual cost estimates for both options. These plans will include site amenities and improvements, including parking, sidewalks, landscape areas, and public space. The design team will record citizen comments and feedback for final revisions of the plans. Following the workshop, the design team will meet with the steering committee and the board of commissioners to present the two revised options for the site to reach consensus on direction.

The design team will prepare a final report containing the data collected, the selected building and site development strategy, and conceptual drawings that illustrate existing and proposed building footprints, site amenities, building plans and programs, and a conceptual cost estimate for the final option.

Part of the master planning process will be to determine the phasing of the projects on the site (and the existing town hall) and discuss how the acquisition of the 5-acre site impacts the proposed renovation and addition to the existing town hall facility.

**b. Timeline:**

- i. Process to begin in January, 2019.
- ii. Concept drawings and concept pricing by end of May, 2019. A November, 2019 referendum could be held using the concept pricing, or we could continue the process, complete schematic design or design development drawings and use more accurate pricing for a November, 2020 referendum. The referendum, whether in November, 2019 or November, 2020 could be for the amount of the first building + the renovation of the existing town hall, or it could be for the cost of developing the entire site + the renovation of the existing town hall.

**c. Cost: \$172,500**

**2. Master plan lite**

This version will produce a master plan for the entire 5.1-acre site, using two public workshops.

**a. Process:**

Prior to the first workshop, the design team will analyze the site conditions, pedestrian and vehicular circulation, existing trees to remain, available building area, etc. They will coordinate with the Charlotte-Mecklenburg Historic Commission to define building and site constraints. They will also develop and, after meeting with the steering committee and the board of commissioners, refine three different concepts for locating various building programs on the site. These three concepts will be viable options and will include existing and proposed building footprints, site amenities, and public spaces.

The first workshop will use multiple “stations” and the “dotmocracy voting” process to revisit the space needs study, determine visual preferences for community and civic space, analyze the site, and discuss the three site/building options. After the workshop, the design team will prepare an online survey for additional citizen input. They will meet with the steering committee for their feedback and further refine two of the site/building development strategies. These conceptual drawings will illustrate existing and proposed building footprints, parking areas, sidewalks, public space, and other site improvements.

At the second workshop the design team will present the two updated site/building development options and present conceptual cost estimates for each. The design team will record citizen comments and feedback for final revisions of the plans. Following the workshop, the design team will meet with the steering committee and the board of commissioners to present the two revised options for the site to reach consensus on direction.

Similar to master plan heavy, the master planning process will include discussions about the phasing of the projects on the site (and the existing town hall) and the impacts to our proposed renovation and addition to the existing town hall facility.

**b. Timeline:**

- i. Process to begin in January, 2019.
- ii. Concept drawings and concept pricing by end of May, 2019. A November, 2019 referendum could be held using the concept pricing, or we could continue the process, complete schematic design or design development drawings and use more accurate pricing for a November, 2020 referendum.  
The referendum, whether in November, 2019 or November, 2020 could be for the amount of the first building + the renovation of the existing town hall, or it could be for the cost of developing the entire site + the renovation of the existing town hall.

**c. Cost: \$127,250**

**3. Public facilities only heavy**

**a. Process:**

The design team will create new versions of the plan diagrams for each of the three floors of the IB School building, removing the space dedicated to CMS and reallocating town and community spaces accordingly. Relocation of the proposed elevator and restroom addition to the school building will be considered. Additionally, the design team will identify potential locations for a new police station on the 5 acres (this negates the need for an addition to the existing town hall, as the fire department could utilize both floors of the building), and develop a site plan for the “public facilities campus” strategy. The new site design/building strategy will be presented to the board of commissioners for approval. The final report will be amended to include the new information. The use of a citizen steering committee in this process would need to be limited to previous steering committee members and select input in order to meet the deadline.

**b. Timeline:**

- i. Process to begin in December, 2018 immediately following closing.
- ii. Schematic design pricing by end of May, 2019 for the police station, IB School building, and renovation of the existing town hall, giving us a clearer picture of costs for a November 2019 referendum.  
The referendum could include the cost for all three building projects: existing town hall renovation, new police station, and IB School building renovation.

Note: A process for planning the gymnasium and the remainder of the site could run concurrently.

**c. Cost: \$40,000 (does not include cost for schematic design).**

#### 4. Public facilities only lite:

##### a. Process:

The design team will create new versions of the plan diagrams for each of the three floors of the IB School building, removing the space dedicated to CMS and reallocating town and community spaces accordingly. Relocation of the proposed elevator and restroom addition to the school building will be considered. The new design will be presented to the board of commissioners for approval. Inherent in this option is the assumption that the existing town hall will be renovated for police and an addition built for the fire department according to the conceptual plans previously submitted. The final report will be amended to include the new diagrams. The use of a citizen steering committee in this process would need to be limited to previous steering committee members and select input in order to meet the deadline.

##### b. Timeline:

- i. Process to begin in December, 2018 immediately following closing.
- ii. Schematic design pricing by end of May, 2019, giving us a clearer picture of costs for a November 2019 referendum.

The referendum would include the costs for renovating the IB School + renovating and adding an addition to the existing town hall.

Note: A process for planning the gymnasium and the remainder of the site could run concurrently.

- c. **Cost:** \$8,000 (does not include cost for schematic design).

## 2.RELATED TOWN GOALS

**Strategic Plan:** Community Engagement, Historic Preservation, Operations, Tactical Priority 2. Capital and maintenance needs.

**Core values:** Citizens entrust town government with the stewardship of public funds, so government will provide high quality services at a reasonable cost.

**Constituents:** All Davidson residents.

## 3. FYI or RECOMMENDED ACTION

**Requested actions:** Select a planning scope and appropriate funding for planning process from the Public Facilities Capital Project fund.

## 4. OPTIONS/PROS & CONS

Cost and timing are two important factors to consider when selecting a planning scope. The cost for the 5-acre master plan (option 1 or 2) is higher than a lesser scope (option 3 or 4). However, it will give us a plan to follow/implement over the course of 15-20 years, so we will know how to budget for improvements. Option 3 or 4 allow us to move forward more quickly with public facilities, with increased certainty about the construction costs if the referendum is held in November, 2019.

## 5. NEXT STEPS

Master plan heavy or master plan lite: Work to begin in January, with conceptual drawings and pricing complete by the end of May, 2019.

Public facilities only heavy or public facilities only lite: Work to begin mid-December, with schematic drawings and pricing complete by the end of May, 2019.