

## **Atlanta-Fulton Public Library System New Library Site Selection Process**

- 1) Public Announcements will be made in each of the affected communities/service areas requesting information on potential sites for the five (5) new libraries (including location and a brief description of proposed site, and the name of owner, asking price, photographs and survey, if available) within a 30 day submittal period. Submittals will be reviewed by the County Land Division.
- 2) The County Manager, through the Library Director, will then provide a list of all prospective sites to the Board of Trustees, with comments as to the feasibility of each site.
- 3) The Board of Trustees will then select 2-5 sites for further study and review for each new library based on the previously adopted Selection Criteria.
- 4A) The Board of Trustees will then request the County Land Division and the Program Manager to evaluate the selected sites, including engineering, traffic, environmental and market studies.
- 4B) The Program Manager or other appropriate consultant will then contact and meet with local stakeholders for each of the affected service areas, e.g., Neighborhood Planning Units, Friends of the Library groups, neighborhood and community associations, business associations, municipality planning departments, etc. for comments as to the pros and cons of each of the sites under review.
- 4C) The County Land Dept./Program Manager will then report its findings and evaluations of each site to the Board of Trustees.
- 5) The Board of Trustees will review the evaluations and make its final recommendations to the County Board of Commissioners.

During and throughout the site selection process the Board of Trustees will, at each of its regularly scheduled meetings, solicit and evaluate recommendations from the Executive Director as to the advisability or appropriateness of recommending to the County Board of Commissioners that an Option to Purchase agreement be negotiated and entered into with the owners of any particular site under review for the purpose of locking in the price of such site pending a final determination on site selection by the Board of County Commissioners.